

Collaborative Success Plan

A **Collaborative Success Plan** for Personal Support Worker (PSW) students can be initiated for PSW students while completing their Clinical Professional Practice placement. A CSP is a supportive and proactive tool designed to help students overcome challenges and achieve success in their clinical placement. It is not punitive in nature; rather, it is a structured approach to identify concerns early, engage the student in self-reflection, and collaboratively develop strategies to meet all required practice competencies.

Purpose of the Collaborative Success Plan

- *Support Student Success:* To develop, in partnership, a plan that includes clear, supportive strategies that helps students succeed in their placement by identifying areas of concern.
- *Encourage Self-Reflection:* To involve the student in recognizing and understanding their own challenges or behaviours that may be impacting their performance.
- *Promote Accountability and Growth:* To foster a sense of responsibility while offering guidance and mentorship.
- *Ensure Competency Achievement:* To ensure that all required PSW practice competencies are met by the end of the placement.

Components of the Plan

1. Student Information
 - Last Name, First Name, Initial
 - Student Number
 - PSW Course and Program
 - Date
2. Description of Current Situation Which Puts Success at Risk
 - A factual, objective summary of the concerns (e.g., missed shifts, communication issues, skill gaps), including dates and specific examples.

3. Student's Perception of At-Risk Behaviour(s)

- The student's own understanding and reflection on the situation. This promotes ownership and insight into their learning process.

4. Strategies and Action Plan for Success

- A collaborative section where the student and instructor outline specific, measurable, and realistic strategies to address the concerns. Examples:
 - Attending additional skills labs
 - Weekly check-ins with the instructor
 - Time management workshops
 - Practicing specific clinical skills under supervision

5. Date to Review Progress

- A scheduled follow-up to assess the student's progress and adjust the plan if needed.

6. Other Comments

- Any additional notes, supports, or considerations (e.g., accommodations, personal circumstances).

7. Signatures

- Student and Instructor sign and date the plan to confirm mutual understanding and commitment.