Initial Asthma Training for
General Practice Nurses to Undertake
Annual Asthma Reviews

Resource Handbook
For Participants
2018 - 2019

Course Leaders:

**Julie Lennon RN* BSc (Hons); PG Cert Advanced Respiratory Care; PG Dip Healthcare Leadership**

Julie has been a practice nurse for 26 years and now an Advanced Nurse Practitioner working in General Practice. She has a special interest in respiratory, allergy, leadership and MSK and completed the asthma, COPD, spirometry, allergy and leadership diploma modules with Education. She is registered with the Association of Respiratory Technicians and Physiologists (ARTP) having completed spirometry and interpretation assessment with Education for Health and the ARTP. Julie also works for NES as GPN Education Advisor for Argyll and Bute and as Education Supervisor for NES. She has been a trainer for Education for Health for several years and has several articles published in nursing journals.

**Jaqui Walker Bsc Hons, RGN**

Jaqui has been a general practice nurse since 2004. She has a special interest in respiratory and leads for asthma and COPD within her practice team. In the past...
Jaqui worked for two years as an asthma nurse advisor within the pharmaceutical industry delivering training on asthma and help with audit for General Practice Nurses.

She has completed asthma, COPD, diabetes and cervical cytology diploma modules and has Non-Medical prescribing at Masters level.

Jaqui also works within the NES team as a GPN Education Advisor with responsibility for the newsletter, the communities of practice GPN CPD site and the Western Isles. She has published articles in nursing journals and writes training modules for Practice Based Small Group Learning (PBSGL).
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Section 1: Course Structure

Title: NES Asthma Short Course: initial asthma training for general practice nurses to undertake non-complex annual asthma reviews.

Rationale

Asthma is recognized as one of the most common long-term conditions across the UK with a financial cost in excess of £130 million in Scotland for asthma and allergy (Mukherjee M, et al 2014). The SIGN (2016) British guidelines on the management of asthma state that asthma is a common condition, generating a significant workload for clinicians in primary care, adding that much of the morbidity is a result of poor management through underuse of preventative treatment. With appropriate treatment the majority of patients can expect good control (GINA 2017). The National Review of Asthma Deaths (NRAD), (2014) report showed inconsistencies and deficiencies in routine asthma care being carried out in hospitals and general practice (RCP 2014). The recommendations from the report highlighted better monitoring of asthma patients and better education for all practitioners involved in asthma care.

Course Aim:

To provide general practice nurses with the knowledge and skills to perform a non-complex asthma annual review in primary care.

Learning Outcomes:

On successful completion of the course participants will be able to:

1. Describe the condition of asthma including diagnostic criteria and its presentation in general practice.
2. Perform an accurate clinical history defining pharmacological, non-pharmacological treatments and trigger avoidance strategies in support of the
3. Demonstrate correct inhaler technique as per individual pharmaceutical recommendations.

4. Conduct annual reviews in people diagnosed with asthma in general practice in accordance with The SIGN (2016) guidelines.

5. Recognise indicators of sub-optimal asthma control and refer to the named clinical lead for appropriate management options.

6. Identify current asthma control, interpreting findings of measurements used to assess asthma control including peak expiratory flow (PEF), the Royal College of Physicians (RCP) 3 questions, the Asthma Control Questionnaire (ACQ) and the Asthma Control Tests (ACT) (SIGN 2016).

7. Adopt an inclusive team approach with appropriate referral back to the named clinical lead in the surgery for asthma in accordance with their NMC Code (2015).


9. Practice person centered care during an asthma review, demonstrating the principles outlined by the Healthcare Improvement Scotland (HIS) such as respect, holism, choice, empathy, autonomy and compassion.

Applicants:

The following criteria must be met in order for applicants to commence on this short course:

- Be currently employed in general practice as a registered adult nurse.
- Have the written support of the employer because their current role will include annual asthma reviews.
- Be able to attend both taught days.
- Be prepared to undertake Objective Structured Clinical Examination’s (OSCE) of inhaler technique.
• Be prepared to complete a minimum of 5 asthma reviews and an audit within a 3-month period.

• Be prepared to complete two 500 word reflective accounts demonstrating implementation of learning as a result of the 2-day asthma course. One to be submitted between Day 1 and Day 2. The second reflective account to be submitted with the assessment handbook and should demonstrate your progress and how your clinical development has evolved.

• Have access to an experienced asthma supervisor for supervision including clinical supervision. The supervisor will be required to confirm in writing that the participant has completed the five reviews specified in the Asthma assessment handbook.

Applicant Preparation:

Applicants are expected to name a supervisor for clinical practice that has successfully completed a recognised training programme in asthma. In addition, the supervisor should be managing patients with asthma in their current role and can demonstrate they have kept their knowledge and skills up to date.

In order to learn more effectively successful applicants are asked to prepare for the 2-day course in initial asthma training by reading and participating in the following learning resources:

1. SIGN (2016) British guideline on the management of asthma. Available at: https://www.brit-thoracic.org.uk/document-library/clinical-information/asthma/btssign-asthma-g Guideline-2016/


3. Ideas for Audit – a practical guide to audit and significant event analysis for general practice. Available at www.appraisal.nes.scot.nhs.uk/media/145815/Audit-Booklet.rtf


5. Revise and refresh understanding of respiratory anatomy and physiology

Course Facilities:

The course will be held at a central venue depending on the majority of the participants. Tea and coffee will be provided. Lunch will generally be provided depending on the venue which will be noted on the programme.
Section 2: Course Administration

The course will consist of two taught days 8 weeks apart. **Day 1** will focus on recognising and describing the condition of asthma, diagnosis and pharmacological and non-pharmacological options, with particular emphasis on accurate inhaler technique using delivery devices. **Day 2** will outline the importance of a written Personal Asthma Action Plan (PAAP) to support self-management, using person centred approaches promoting better outcomes in people living with asthma. There will be a directly observed structured clinical assessment component for course participants to demonstrate accurate inhaler technique.

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<tr>
<th>Date:</th>
<th>Time:</th>
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<tr>
<td>Full Day 1</td>
<td>tbc</td>
<td>9:45 to 16:30 hrs</td>
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<tr>
<td>Full Day 2</td>
<td>tbc</td>
<td>9:45 to 16:30 hrs</td>
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**Applicant Numbers:** 20 maximum  
**Course fee:** £120 / person

**Contact Details:**

Elizabeth Cook  
Programme Administrator  
email: elizabeth.Cook@nes.scot.nhs.uk

NHS Education for Scotland  
2 Central Quay  
89 Hydepark Street  
Glasgow G3 8BW  
0141 223 1559
Section 3: Assessment Process

Assessment

The assessment is structured as follows:

**Part A:** Two reflective accounts 500 words each: one to be submitted between Day 1 and Day 2. Date of submission will be confirmed on day 1. The first reflective account should specify and challenge your current position regarding annual asthma reviews. Using a reflective cycle of your choice, define what you are hoping to achieve from the course. The second reflective account is to be submitted with the Assessment Handbook sent electronically by 4pm on the agreed date to: julie.lennon5@nhs.net. This reflective account should demonstrate your progress and show how your clinical development has evolved.

**Part B:** Accurate demonstration of inhaler technique and use of Personal Asthma Action Plans.

Objective Structured Clinical Assessment (OSCE); demonstrating two accurate inhaler techniques to the course speakers on the second day of the course.

**Part C:** Be prepared to carry out 5 annual reviews in participant’s practice under supervision of supervisor.

**Part D:** Be prepared to carry out a mini audit of the five reviews in practice relating to the learning from the course and provide a 500 word referenced essay.

**Submission of Assessment Handbook:**

The Assessment Handbook and the second reflective piece are to be submitted 6 weeks after Day 2, sent electronically by 4pm on the agreed date. All students are provided with a course resource booklet which describes the required assessment structure in order to be awarded a certificate of successful completion. The assessment will be double marked for quality control as pass or fail. If a student is unable to complete any of these elements they may be given:
• an extension for the reflective accounts, annual reviews and review or
• provided with an alternative opportunity to demonstrate accurate inhaler technique only if unable to attend Day 2 due to extenuating circumstances such as illness, bereavement and other similar life circumstances. If the participant is unable to demonstrate correct inhaler technique; they will be offered another opportunity after an agreed learning period. If they are unable to demonstrate correct inhaler technique, they will not pass the 2-day course.
• Or opportunity is given to resubmit the assessment handbook and/or reflective pieces if the assessors agree that the learning outcomes have not been met.

A student should send an email to julie.lennon5@nhs.net to request an extension if required due to extenuating circumstances. The course leaders will decide how long an extension should be granted if necessary.

A certificate of attendance only will be provided for the taught days if any part of the assessment process is not achieved or submitted.

A certificate of successful completion is provided when all parts of assessment process are submitted and meet course outcomes.

**Successful Completion:**

In order to be awarded a certificate of successful completion participants on the course must successfully complete Part A, B, C and D

**Part A:** Submission of two reflective accounts typed and sent electronically to julie.lennon5@nhs.net

**Part B:** Accurate demonstration of inhaler technique and use of a personal asthma action plan. This will be observed on Day 2.

**Part C:** Submission of 5 annual reviews with completed testimony from supervisor typed electronically as in the Assessment Handbook to julie.lennon5@nhs.net

**Part D:** Audit of the 5 reviews, identifying themes for critiquing and submit a 500 word referenced essay typed electronically as in the Assessment Handbook to julie.lennon5@nhs.net

NES Asthma Short Course for GPNs Resource Book 2018 - 2019 vs Final
Reflection on Learning:

Reflective practice in nursing is strongly encouraged and a requirement of the revalidation process (NMC 2015). Reflection can be written in the first person however care should be taken not to overuse this style as it should read as a professional piece of writing. If you are not familiar with reflective writing, we recommend that you read the resources on the following website called Flying Start http://www.flyingstart.scot.nhs.uk/learning-programmes/reflective-practice/

Tips for reflective writing are:

- **Avoid just describing** – explore and explain what happened.
- **Be honest** – it is ok to admit to making mistakes as well as success. But you should also show how you understand why things happen and what you are going to do to improve.
- **Be selective** – identify the key events or ideas, you are not required to write about everything that happened.
- **Look to the future** – reflect on what happened in the past and how it will have an impact on future ideas or activities. What might you change to make improvements this is important.

In your reflection you can include some or all of the following:

- how your knowledge and professional practice developed as a result of the activity
- the extent to which you have achieved your learning, and any contributing factors
- any additional achievements
- clinical work which is most significant for you and why
- clinical work with which you are least satisfied and why
- your further learning needs and strategies to meet these.

Section 4: Resources

Participants are provided with this resource booklet which contains course forms and instructions for assessment. There are also lists of other resources which participants should access, read and use in practice.

Useful Resources for Undertaking an Asthma Review:

Asthma Control Test. Available at: 
https://www.google.co.uk/?gfe_rd=cr&ei=FqUIVo0sp43sBpeAiogK&gws_rd=ssl#q=asthma+control+test

Ideas for Audit – a practical guide to audit and significant event analysis for general practice. Available at www.appraisal.nes.scot.nhs.uk/media/145815/Audit-Booklet.rt


https://www.rcplondon.ac.uk/sites/default/files/why_asthma_still_kills_executive_summary.pdf

Royal College of Nursing (RCN) (2015) Person-centered Care. Available at: 
http://www.rcn.org.uk/development/practice/cpd_online_learning/dignity_in_health_care/person-centred_care
Section 5: References


Baverstock et al (2010) Do Healthcare professionals have sufficient knowledge of inhaler techniques in order to educate their patients effectively in their use? Available at: http://thorax.bmj.com/content/65/Suppl_4/A117.3.full.pdf+html


Granger K (2014) Hello my name is. Available at http://hellomynameis.org.uk/


Royal College of Nursing (RCN) (2015) Person-centred Care Available at: http://www.rcn.org.uk/development/practice/cpd_online_learning/dignity_in_health_care/person-centred_care

Scottish Credit and Qualifications Framework (SCQF) http://scqf.org.uk/
Appendix 1

Letter to Asthma Supervisor

Dear Asthma Supervisor,

Thank you for agreeing to supervise the general practice nurse who is undertaking the NHS Education for Scotland “Initial Asthma Training for General Practice Nurses to undertake annual asthma reviews”. This course follows the SIGN (2016) and GINA (2015) guidelines. The training requires that a participant in the course has a named mentor with the following characteristics:

As a supervisor you will be experienced in leading clinical reviews in the management of asthma. In addition, you should have undertaken a recognised programme of learning with regard to asthma management and updated your learning in the last three years. On commencing the short CPD course your participant is provided with a resource booklet which he or she is asked to share with you. We will provide information on:

- Course content and structure.
- Learning outcomes to be achieved.
- Participant assessment.

Your role is to support their learning through organising the observation of asthma reviews for your participant. When you feel they are capable you should supervise them undertaking five non-complex asthma reviews. They need to conduct these reviews and record anonymised information in order to reflect on their understanding and ability to carry out a safe asthma review.

If you need more advice / support, please contact Julie.lennon5@nhs.net. If you have not been a supervisor before we suggest undertaking the NES educational module available at: http://www.effectivepractitioner.nes.scot.nhs.uk/learning-and-development/facilitation-of-learning/supporting-learning.aspx

Kind regards,

Julie Lennon

NES Education Advisor; NES Education Supervisor. Asthma modular lead.