Welcome to Zorgthuis Wynen

Welcome Guide for Student Trainees

A warm welcome to Zorgthuis Wynen! We want you to feel well prepared and confident when starting your placement. This guide contains the most important practical information and agreements for both the start of and the duration of your placement.

Before your placement begins

When you first contact Jowenta, please mention by email anything that should be taken into account when preparing your schedule. For example:

- days on which you are definitely unavailable
- fixed classes or other school commitments
- whether you are able or permitted to work at weekends
- any other important circumstances that may affect your schedule

Your placement schedule will be prepared on this basis and sent to you by email.

Your first day and daily arrangements

Contact the colleague you are scheduled to accompany 2 to 3 days before the start of your placement. Together, agree on the time and meeting place.

For the remainder of your placement, contact the colleague you are scheduled to accompany one day in advance to confirm the arrangements for the following day.

If the colleague does not respond, please contact Jowenta.

Clothing and supplies

Wear clean, presentable and comfortable clothing that allows you to work easily. If your school provides a uniform, tunic or placement clothing, you may of course wear it.

We recommend always carrying your own disposable gloves and alcohol-based hand sanitiser.

What do we expect from you?

A placement is first and foremost an opportunity to learn and gain experience. You are not expected to know or be able to do everything yet. Asking questions is welcomed and encouraged. We do, however, expect a professional and motivated attitude.

- Be punctual and arrive at the agreed time and meeting place.
- Maintain a clean and well-groomed appearance.
- Show initiative: observe, ask questions and take an interest in the care being provided.
- Treat patients, their families, colleagues and other healthcare professionals with respect.
- Be open to feedback and use it to develop throughout your placement.
- Never perform a procedure if you lack the necessary knowledge or feel unsure. Always ask your supervising colleague first.
- Take responsibility for your placement by keeping track of your hours and appointments and communicating any changes promptly.

Illness or absence

If you are unable to attend because of illness or another unexpected reason, notify both the colleague you were due to accompany and Jowenta as soon as possible. It is important that both are informed of your absence.

Mobile phone use

Personal mobile phone use is not permitted during your placement. Your attention should remain focused on the patient, the care being provided and your supervision.

Privacy and professional confidentiality

You must respect the privacy of both patients and colleagues and handle all confidential information with care. Personal or medical information learned during your placement must not be shared with others. Everything you see, hear or discuss while providing care must be treated professionally and confidentially.

Scheduling and supervision

Jowenta Buddingh is your main point of contact for all matters relating to your placement, supervision and schedule. She is responsible for:

- preparing and monitoring your placement schedule
- ensuring that you complete the required placement hours
- providing guidance and making adjustments when necessary
- conducting your mid-placement and final evaluations
- answering questions about your placement

Contact details

Jowenta Buddingh
Student placement coordination & scheduling - Zorgthuis Wynen

Email: Jowenta@zorgthuiswynen.be
Telephone: 0468 00 28 98

We wish you every success!

We hope you have an enjoyable and rewarding placement at Zorgthuis Wynen. Ask questions, show interest and make the most of every opportunity to learn. We look forward to welcoming and supporting you throughout your placement!