



## Certificate Course in Essentials of Palliative Care

### Reflections on the Care of a Patient with Palliative Care Needs

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## Guidelines for Case Reflection

### What is meant by Case Reflection?

Your case reflection is an essential feature of the assessment procedure in this course.

- Case reflection is a **learning tool** to reflect on your own clinical practice, and to improve your practice accordingly.
- A case reflection can help you plan your learning needs, identify gaps in your knowledge and record your achievements.
- The case reflection you produce for this course should contain personal and professional information and evidence demonstrating your newly gained knowledge and skill acquisition.

### What are the Aims of Case Reflection?

- To illustrate the candidate's ability to **incorporate palliative care knowledge** in clinical practice.
- You should be able to pay particular attention to the **holistic needs of the patient as well as the family**, including the grief and bereavement.

- You should be able to **reflect on the management** of a patient with palliative care needs both at the personal **and professional levels**.
- You should be able to narrate how this course has **helped you to modify or improve your clinical practice**.

## Recommended Approach

- Identify your patient. **Select a patient, whom you have cared for in the past.**
- The ideal patient to select is the one for whom you think was not straight forward.**

## Structure of case reflection

- The **Register Number** should be entered on the cover sheet. Case Reflections without register number will not be forward for evaluation.
- The case reflection must be **presented as soft copy in word format only**.
- Do not send** in other formats including odt, pdf or image files. Case Reflections submitted other than in Word Format will not be considered.
- You must **maintain patient's confidentiality** which includes withholding the patient identifiers including workplaces and geographical area. Ideally, the consent of the patient (or family, if the patient has recently died) should be sought for using their case for your case reflection.
- Do not keep your identificaion details anywhere other than on the title page.**
- Do not incorporate sentences expressing your gratitude to your seniors because they will serve as identifiers
- You should support your reflections with accurate **literature references** wherever possible. The references can be either in Vancouver/Harvard style. **The references should be shown in the text body.**
- In the conclusion, you should clearly state/provide evidence for the changes in your practice as a result of the new learning.
- The word limit is 2000**

## **Role of a Mentor:**

Seek help from a mentor. Your centre coordinator would be an ideal Mentor. He/She can help you in the following:

1. **Identifying** the right patient
2. Helping you to **recognise the patient's experiences** which are significant to reflect upon
3. **Guiding** you to put down your reflection about the patient management both at the personal level and at the professional level

## Appendix 1

### Cover Sheet

#### Reflections on the Care of a Patient with Palliative Care Needs

<b>Do not write the name of the candidate or name of the centre</b>
<b>Register Number :</b>
<b>Date:</b>
I declare that this is wholly my work, except where acknowledged specifically, as the published or unpublished work of others

Total Word Count :

Word Count of Learning Part ( Step III) :

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To find out word count, go to MS Word under 'Tools'

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## Appendix II

### Case Reflection Format

[Important: All the sections mentioned below must be discussed briefly ]

#### I Introduction

**Maximum Marks: 5**

a. What is the nature of your work? **Do not specify your work place or centre.**

- This is to help the Faculty to assess your reflection in the proper perspective- whether you are a doctor/nurse.
- If you are a doctor, whether you are working in a Teaching Institution/Government set up/Corporate Hospitals/ Private Nursing Homes, etc.
- What is your specialization? What is your designation? How many years since you are working in palliative care?
- If you are a nurse, your place of work, whether you are a staff nurse/head nurse/management position/teaching faculty etc.

#### II. Case Summary

**Maximum Marks for Case History: 10**

1. What was the diagnosis?  
Enumerate all the important clinical features, including physical findings.
2. What investigations did you do and why? Complete the following table. No details needed.
3. Final outcome of patient management with the following details:
  - a. What was the result? Was the result expected/anticipated?
  - b. Who else did you involve or consult in the care of this patient?
  - c. Were their contributions helpful? If yes, how?

**Table showing the investigation**

Investigations done	Reason why the investigation was done

### III. Candidates' learning of Palliative Care Principles and Practice

**Maximum Marks: 20**

#### Clue to answering this section:

- Now that you have completed the training in Palliative Care, summarize briefly how you would have managed this patient with your new learning of palliative care principles and practice.
- What changes have occurred in you at a personal level from attending this course?
- What changes have occurred in you at a professional level from attending this course? How has your professional knowledge and skill improved?
- This segment can be answered if you proceed with the following headings:
  - a. Physical care
  - b. Psychosocial care
  - c. Spiritual care
  - d. Issues of communication with patient and family
  - e. Ethical issues if present

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This reflection part (Your learning) should be of **minimum 500 words**. It can be more, but the total word count of your assignment should not exceed 2000 words

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V. How will you influence policy and innovations in practice in your field of work based on this case reflection?

**Maximum Marks: 5**

VI. Reference and Referencing (Please read the segment on reference below)

**Maximum Marks: 5**

VII. Discretionary Marks for Style of Presentation

**Maximum Marks: 5**

**Distribution of marks is as follows:**

- Introduction : 5
- Case Summary : 10
- Learning Part : 20
- Policy & Innovations in practice : 5
- Evidence/Reference : 5
- Style of presentation : 5
- **Total : 50 Marks**

**Grading criteria for case reflection**

<b>Marks</b>	<b>Inference</b>	<b>Grade</b>
<b>Score of 80% and above</b>	<b>Excellent</b>	<b>E</b>
<b>Score between 70 and 79%</b>	<b>Very Good</b>	<b>VG</b>
<b>Score between 60% and 69%</b>	<b>Good</b>	<b>G</b>
<b>Score between 50% and 59%</b>	<b>Pass</b>	<b>P</b>
<b>Score below 50%</b>	<b>Fail</b>	<b>F</b>

## **What is a reference?**

- A reference is a recognized shorthand means of describing a document, or part of a document, with enough details such as authors and title to enable others to identify and locate it.
- All borrowed statements, opinions and conclusions should be acknowledged whether the work is directly quoted, paraphrased or summarized.

## **Style of reference:**

For the case reflection you can use either Harvard or Vancouver style.

## **What is referencing?**

Referencing is when links are made between the text of the essay and the list of references at the end.

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The Evaluation Format is also attached to guide the candidate how to write a reflective Case History

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**Certificate Course in Essentials of Palliative Care  
Case Reflection Evaluation Sheet**

**Month-----Year-----**

Broad Areas	Component	Marks Available	Marks Awarded
I. Introduction	Clearly explaining the candidate's working background, roles, etc	5	
II. Case History	Diagnosis, Clinical Features including Symptoms, Physical signs and Investigations done, Final outcome of the management	10	
III. Candidates' understanding of practice and principles of palliative care.  ( Minimum 500 words)	Clues for answering this section: <ul style="list-style-type: none"> <li>Summarize briefly how you would have managed this patient with your new learning of palliative care</li> <li>What changes have occurred in you at a personal level from</li> </ul>	20	



	<p>attending this course?</p> <ul style="list-style-type: none"> <li>• What changes have occurred in you at a professional level from attending this course?</li> <li>• How has your professional knowledge and skill improved?</li> </ul> <p>This segment can be answered if you proceed with the following headings:</p> <ol style="list-style-type: none"> <li>a. Physical care</li> <li>b. Psychosocial care</li> <li>c. Spiritual care</li> <li>d. Issues of communication with patient and family</li> <li>e. Ethical issues if present</li> </ol>		
V. Policy and Innovations in your practice	This will vary depending upon your profession, designation and job status	5	
VI. Evidence	The evidence of additional reading in the presentation by clear mentioning of the sources of information or referencing.	5	
VI. Discretionary Marks	For content and style of presentation	5	

**Total marks**

**50**