Quality Enhancement Support Scheme

Progress Report

Project No.: 06/QESS/2013

Reporting Period: From October 2013 (month/year) to March 2014 (month/year)

Part A

Project Title: Developing effective and interactive clinical simulation learning and teaching kits

Name of Grantee: Tung Wah College

Project Period: From October 2013 (month/year) to September 2016 (month/year)

Part B

Please use separate A4-size sheets to report the progress with regard to the following aspects:

1. Types and brief descriptions of Project activities held/completed during the reporting period (the information may be presented in the form of a table).

2. The dates, times, venues and number of participants / beneficiaries of Project activities held, and resources (e.g. equipment, manpower) used for the implementation of Project activities.

3. Project milestone(s) and deliverables attained at the end of the reporting period and evidence showing the attainment of milestones and deliverables.

4. The percentage, in terms of key tasks, of the Project completed at the end of each reporting period.

5. Project variation*, if any, during the reporting period, together with details and justifications.

Signature of Authorised Person: ________________________________

Name of Authorised Person: Prof. Sylvia Fung

Position of Authorised Person: Acting President

Date: 16.6.2014

* A separate written application should be submitted to the Grantor for prior written approval.
## Quality Enhancement Support Scheme

1. Project activities held/completed during the reporting period

<table>
<thead>
<tr>
<th>Dates, time and venues</th>
<th>Brief descriptions of activities and resources used for implementing the Project *</th>
<th>Number and types of participants (if applicable)</th>
</tr>
</thead>
<tbody>
<tr>
<td>3rd Oct, 2013</td>
<td>Project commenced</td>
<td></td>
</tr>
</tbody>
</table>
| 10th Oct, 2013 - 10th Mar, 2014 | **Recruitment** (Please see Appendix I)**  
A System Analyst was appointed and reported duty at 2nd Dec, 2013.  
A Clinical Instructor was appointed at 10th Mar, 2014 and she will report duty at 2nd May, 2014. **|                                                 |
| 16th Oct, 2013         | **MetMan simulation workshop: Introduction and sharing session** (Please see Appendix II)**  
A half day workshop to introduce the MetMan Simulators and a sharing session of using the Simulators was conducted to the teaching staff. The objectives of the workshop were to provide an introduction on the system, to provide suggestions for successful integration of the simulators and available learning modules into compatible curricula. **|                                                 |
| 30th – 31st Dec, 2013  | **Laboratory session for the course NUR3011- Care of people with non-communicable diseases II**  
Students were allowed to practice on the Simulators under teachers’ supervision. They were encouraged to practice the basic nursing skills on the Simulators. **|                                                 |
| 5th Feb, 2014          | **Purchasing** (Please see Appendix III)**  
A purchase requisition of a digital camera with accessories is raised.  
A purchase requisition of software for video editing and DVD set is raised.  
A purchase requisition of Printer and Monitor is raised.  
A purchase requisition of PC is raised. **|                                                 |
| (12th Jun, 2014 updated) |                                                    |                                                 |
| 14th Mar, 2014         | **Laboratory session for the course NUR3014 – Care of people with non-communicable diseases IV (Please see Appendix IV)**  
Students were allowed to practice on the Simulators with no or limited supervision. They were encouraged to practice the nursing skills in a group and the responses from the students were positive. **|                                                 |

* Evidence showing the attainment of milestones scheduled for completion during the reporting period should be attached (e.g. photos, learning materials, webpage screens, promotion leaflets / posters, relevant reports, etc.).

Total: 22 participants (Teaching staff and Clinical staff)  
Total: 133 participants (BHSc 2012 class)  
Total: 80 participants (BHSc 2012 senior year class)
# Quality Enhancement Support Scheme

2. The percentage, in terms of key tasks, of the project completed at the end of the reporting period

<table>
<thead>
<tr>
<th>Milestones scheduled for completion during the reporting period **</th>
<th>% attained</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td>Milestones scheduled before and on 31st March 2014</td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Recruitment of project personnel</td>
<td>100%</td>
<td></td>
</tr>
<tr>
<td>- Purchase and testing of equipment</td>
<td>100%</td>
<td></td>
</tr>
<tr>
<td>Because of the belated commencement of recruited project staff, the purchasing of personal computers, printer, software and video camera has been postponed after they were on board. Updated Purchase Requisitions were attached in Appendix III for reference.</td>
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<td></td>
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<tr>
<td>- Organisation of workshops and laboratory sessions</td>
<td>18%</td>
<td></td>
</tr>
<tr>
<td>Total: 213 students and 22 teaching staff; Expected no. of beneficiaries in total: 1200 students and 60 teaching staff</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Overall Project</th>
<th></th>
<th></th>
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</thead>
</table>

** Please seek prior approval from the Education Fund Secretariat if the project milestones cannot be completed at the end of the reporting period.