

Learner:	Mentor:	Date:
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Competency	Mentor's comments	Yes	No
<b>Step one: Select</b>			
1. Collects relevant information using the assessment form; selects the walking aid that best meets the person's needs.			
2. Identifies when a person needs referral and refers to the appropriate service.			
<b>Step two: Fit</b>			
3. Fits the walking aid to the person: <ul style="list-style-type: none"> <li>• Positions person correctly</li> <li>• Adjusts the walking aid</li> <li>• Checks fit</li> </ul>			
<b>Step three: Teach</b>			
4. Teaches the person how to use the walking aid (in relevant environments) <ul style="list-style-type: none"> <li>• Sit to stand</li> <li>• Walking</li> <li>• Up and down stairs (or curb)</li> </ul>			
5. Teaches person to care for walking aid: <ul style="list-style-type: none"> <li>• Check and replace tips</li> <li>• General care</li> </ul>			
6. Provides person with follow-up information: <ul style="list-style-type: none"> <li>• When follow up is needed</li> <li>• Health warning signs (e.g. check feet daily, falls risk)</li> </ul>			
<b>Step four: Follow up</b>			
7. Identifies correct follow-up actions, based on re-assessment such as: <ul style="list-style-type: none"> <li>• Selects a different walking aid</li> <li>• Adjust the current walking aid</li> <li>• Provide further training</li> <li>• Replace or repair walking aid</li> <li>• Refer to another service</li> </ul>			
8. Carries out appropriate repairs: <ul style="list-style-type: none"> <li>• Tighten screws</li> <li>• Replace axilla pads and hand grips</li> <li>• Adjust rollators brakes</li> </ul>			
<b>For all steps</b>			
9. Demonstrates safe and client centred practice throughout all service steps.			

## Notes for mentors

### Use this skills checklist to help:

- Evaluate how well trainees perform the skills to safely provide walking aids and whether:
  - They can safely provide walking aids independently, or
  - Need extra mentoring and if so, which skills they most need to practise

### Note that:

- This checklist focuses on the most important skills that are covered in the TAP module
- There may be other skills you would like your staff to develop, depending on your service needs. You can further develop this checklist if this would be helpful.
- You may not be able to observe the skills for all four steps in one session, as follow up in particular will happen at a later date.

### To use the skills checklist:

- Observe trainees carrying out walking aids provision steps. This may be through role play (practising on each other) or with clients.
- Always make sure that practice with clients is carried out safely.
- Note on the form whether the trainee has performed each skill correctly. Use the comments column to provide details. This may be things that are done well, or areas that need further practice.

### Providing feedback to trainees:

- Discuss your observations with trainees. Share with them their strengths, and areas needing more practice.
- Provide a copy of the completed checklist to the trainee as their record.
- Continue to provide mentoring and support, and re-evaluate as they develop skills and confidence.

### When is a trainee ready to provide walking aids independently?

- To provide walking aids safely, a trainee should consistently complete all skills correctly.
- Remember - mentoring and supervision is an ongoing process, to continue improving skills.