

TSHMC Patient Care Area Expectations of Nursing Instructors and Students (Clinical and Observation) (04-2019)

Instructor Responsibilities	
	Contact Clinical Education Manager to discussion disposition of required instructor and student documentation and instructor and student orientation leeann.hanna@hcahealthcare.com
	Meet with Nurse Manager PRIOR to start of clinical rotation to discuss the following:
	Schedules <ul style="list-style-type: none"> • Dates • Times (hours)
	Assignments (Observation students should be assigned to specific staff members.) <ul style="list-style-type: none"> • Clinical year of nursing students (AD – first or second and BS – third or fourth) • Number of nursing students • Names of nursing students • Objectives • Tasks students may perform independently, with supervision or not at all • How assignments are made (acuity, medication administration and discharges) • How assignments are posted on the patient care unit (planned and unplanned) • Student Medication Administration Process <p>Note: It is the expectation instructors will have the patient assignments made for students the night before their clinical rotation.</p>
	Communication: <ul style="list-style-type: none"> • Clinical Instructor contact information • Patient care unit contact information • Schedule changes • Confidentiality • Assignments (communicate to Charge/Staff in writing and regularly throughout the shift) • Report (oncoming and outgoing) • Problem resolution (Chain – of – Command) • Required paperwork on file in the Education Department
	Review mission and philosophy (organizational and/or departmental)
	Review HEART values and Evidence Based Care Tactics
	Review patient population
	Departmental expectations <ul style="list-style-type: none"> • Clinical Instructor is knowledgeable about patient population • Clinical Instructor is able to educate students concerning use of Meditech and BCMA (eMAR) • Comply with departmental shift reporting processes (bedside report). • Clinical Instructor remains on the patient care unit at all times with nursing students • Clinical Instructor remains actively engaged and seeks out other learning opportunities during the clinical hours on the unit. Minimal time spent sitting in the conference areas working on patient care plans. No time spent sitting in the conference areas working on other school work. • Follow the Student Medication Administration Process Checklist • Use of Vitals Now to take and record all vital signs and LOC (drives the MEWS score) • Communicate concerns or issues directly with Nurse Manager • Dressed appropriately at all times (professional) • Use of personal communication devices in patient care areas and during “work time” is prohibited. • Personal effects (bags, books and refreshments) put away during clinical hours • Departmental Specific Patient Care Expectations • Pharmaceutical Waste Program
	Clinical Instructor expectations <ul style="list-style-type: none"> • Communicate concerns or issues directly with Clinical Instructor • Expectations of nursing staff
	Tour of department and Safety Scavenger Hunt <ul style="list-style-type: none"> • Computers nursing students may use to obtain information for clinical assignments • Location students may sit to work on clinical assignments • Location of pre and post conference

	Contact Nurse Manager PRIOR to finish of clinical rotation to discuss the following: Evaluation <ul style="list-style-type: none"> • Clinical Instructor • Nursing Student • Clinical site
Student Responsibilities (facilitated by clinical instructor)	
	Meet with Clinical Instructor and Nurse Manager PRIOR to start of clinical rotation to discuss the following:
	Review mission and philosophy (organizational and/or departmental)
	Review HEART values and Evidence Based Care Tactics
	Departmental expectations
	Student expectations <ul style="list-style-type: none"> • Communicate concerns or issues directly with Clinical Instructor • Comply with departmental shift reporting processes. • The students remain actively engaged and seek out other learning opportunities during the clinical hours on the unit. Minimal time spent sitting in the conference areas working on patient care plans. No time spent sitting in the conference areas working on other school work. • Follow the Student Medication Administration Process Checklist • Function as a member of the patient care team (asking other members if they need help) • No printing or copying of the medical record for any reason other than nursing task list. Nursing task list must be discarded appropriately BEFORE leaving the medial center. • Dressed appropriately at all times (professional) • Use of personal communication devices in patient care areas and during "work time" is prohibited. • Personal effects (bags, books and refreshments) put away during clinical hours
	Assignments <ul style="list-style-type: none"> • Objectives • Tasks students may perform independently, with supervision or not at all • How assignments are made (acuity, medication administration and discharges) • How assignments are posted on the patient care unit (planned and unplanned)
	Communication: <ul style="list-style-type: none"> • Instructor contact information • Patient care unit contact information • Schedule changes • Confidentiality • Report (oncoming and outgoing) • Problem resolution (Chain – of – Command)
	Tour of department <ul style="list-style-type: none"> • Computers nursing students may use to obtain information for clinical assignments • Location students may sit to work on clinical assignments • Location of pre and post conference

Nursing Students MAY NOT DO THE FOLLOWING:

- Administer Blood And Blood Products
- Have Access To Narcotic Keys
- Take Physician Telephone Or Verbal Orders
- Change central line dressings and/or discontinue central lines (**includes instructors**)

Observation Nursing Students MAY DO THE FOLLOWING:

- Take vital signs
- Provide nursing care specific to activities of daily living (ADLs)

Observation Nursing Students MAY NOT DO THE FOLLOWING:

- Administer Medications
- Provide Treatments

Safety Scavenger Hunt

Environment of Care:

- Emergency Code Response: Report to charge nurse and/or instructor
- Evacuation Routes from your work area
- Eyewash stations closest to your work area
- Electrical Boxes and Medical Gas Boxes (nothing within 3 feet)
- Fire Pull Boxes and Extinguishers nearest your work area (nothing within 3 feet)
- Safety Data Sheets access information
- Path of Egress (Location of lighted EXIT signs)

Infection Prevention

- Use of Sani Cloths
- Clean supply areas, equipment storage areas, procedural areas, nutritional areas
- Dirty supply areas, equipment storage areas, procedural areas, nutritional areas
- Linen covered (flap down)



DISINFECTING: To disinfect nonfood contact surfaces only: Use a wipe to remove heavy soil. Unfold a clean wipe and thoroughly wet surface. Treated surface must remain visibly wet for a full **two (2) minutes**. Use additional wipe(s) if needed to assure continuous **two (2) minute** wet contact time. Let air dry.

PERSONAL SAFETY: Please wear gloves when you use this product.

Please contact Lee Ann Hanna if you have concerns and questions.