

**SUBJECT: Affiliating Schools of Nursing
 Request for Clinical Experience –
 Undergraduate Students**

PROCEDURE: NUR:II:3110P

DATE EFFECTIVE: 08/98

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I. PROCEDURE

Children's National Medical Center (Children's National) provides affiliate nursing schools the opportunity to request clinical or observational educational experiences for undergraduate nursing students.

A. Request for Clinical or Observational Experience

1. The request for and provision of clinical and observational experiences for undergraduate nursing students is consistent with the current agreement between the affiliate school of nursing and Children's National.
2. Each school of nursing is to submit a written request to Nursing Education and Professional Development (NEPD) for clinical or observational experiences, at least one month prior to the requested start date.
3. Requests should be presented for spring semester between October 15 and November 1; summer semester between March 1 and March 15; and fall/winter semester between May 1 and May 15.

a) The request must specify:

(1) For Undergraduate Groups:

- Dates, times and unit of the desired clinical experiences.
- Faculty member or school contact name, telephone number, fax number, and e-mail address.

(2) For Practicum Students:

- Name of the practicum student.
- Dates, times and unit of the desired clinical experience.
- Faculty member or school contact name, telephone number, fax number, and e-mail address.

4. Each school of nursing must also provide:

- a) Copy of the course description and clinical learning objectives

- b) Documentation of liability insurance.
 - c) Health clearance statement for each graduate student seeking clinical experiences including documentation of the following:
 - (1) Measles – students born before 1957 must show proof of one dose of vaccine and students born after 1957 must show proof of two doses of the vaccine or titer.
 - (2) Rubella – one dose of vaccine after first birthday or titer.
 - (3) Mumps – one dose of vaccine after first birthday or titer.
 - (4) Polio – three doses of vaccine or three doses DPT in childhood.
 - (5) Tetanus booster within 10 years.
 - (6) Tuberculosis – annual negative PPD. If positive PPD, must have negative chest x-ray within 12 months.
 - (7) Varicella – vaccine, history of disease or titer report.
 - (8) Influenza vaccine – within 12 months.
 - d) Current Basic Life Support (BLS) for Healthcare Providers card for each student seeking clinical experiences.
 - e) Confirmation of negative background check within twelve months.
 - f) Confirmation of a negative drug test result.
5. Clinical and observational experiences will be arranged consistent with the:
- a) Course’s identified clinical and observational learning objectives.
 - b) Number of students that the clinical unit/service can accommodate during the requested times.
6. The NEPD Affiliate Coordinator will obtain approval from the nursing units and will contact the school of nursing Affiliate Coordinator once placements are verified.
7. The NEPD Affiliate will maintain copies of rotation agreements and insurance for clinical or observational experiences.

B. Student Orientation

- 1. All undergraduate nursing students must complete a mandatory central nursing and unit/role specific orientation prior to the clinical rotation.
- 2. NEPD will provide the practicum nursing student's central nursing orientation.

3. Students rotating in an undergraduate group will receive orientation from their clinical instructor who must have successfully completed Children's National Affiliate orientation.
4. Departmental preceptors will facilitate the practicum student's unit-based orientation.
5. Content of the graduate students' central orientation includes but is not limited to the Children's National:
 - a) Organizational mission & standard of excellence
 - b) Ethics
 - c) Organizational structure (Hospital/Division of Nursing and Patient Services)
 - d) Nursing Professional Practice Model
 - e) Web based educational training for electronic record documentation
 - f) Maintaining safety at the point of care
 - g) Communication, collaboration and coordination
 - h) Medication administration safety and adverse reaction reporting
 - i) Medication and Treatment Policy for faculty and students
 - j) Math calculation exam

(1) Clinical practicum students must obtain a score of 84% or higher on the medication calculation exam.

(2) Any student who does not achieve a score of 84% or higher are offered individualized remediation from the NEPD Affiliate Coordinator and a second exam is administered.

(3) When an undergraduate student fails to achieve a score of 84% or higher on the second exam, the School of Nursing is contacted for appropriate action.

**** Faculty Expectations – See Children's National Policy 3008P**

- k) Completion of the following CHEX modules and assessments:
 - (1) Patient and Family Education
 - (2) Population Specific Care for Newborns
 - (3) Population Specific Care for Infants
 - (4) Population Specific Care for Preschoolers

- (5) Population Specific Care for Toddlers
- (6) Population Specific Care for School-Age Children
- (7) Population Specific Care for Adolescents
- (8) Population Specific Care for Adults
- (9) Child Abuse and Neglect
- (10) Domestic Violence
- (11) Children's National - Care of the Solid Organ Transplant Patient
- (12) Pain Management: Assessment of Pain
- (13) Pediatric Restraint and Seclusion
- (14) The Joint Commission's National Patient Safety Goals
- (15) Principles of Patient Identification at Children's National
- (16) Children's National - Anti-Coagulation
- (17) Caring for a Child with a Tracheostomy

l) Completion of Contract Orientation manual including the following information:

- (1) Bloodborne Pathogens
- (2) Infectious Waste
- (3) Disasters and Emergency Management
- (4) Hazardous Chemicals
- (5) Latex Allergy
- (6) Tuberculosis
- (7) Back Safety
- (8) Electrical Safety
- (9) Code Purple
- (10) Work Place Diversity
- (11) Successful completion of the safety quiz (90%)

6. Undergraduate nursing students who are employees or who have successfully completed the summer Child Care Technician program (PCTs/CCTs) are required to complete the following CHEX modules and assessments:

- a) CNMC – Anti-Coagulation
- b) CNMC – Caring for a Child with a Tracheostomy v1.0
- c) CNMC – Patient and Family Education

- d) CNMC – USP 792, Sterile Compounding, and Aseptic Technique
 - e) Disasters and Emergency Management v4.0
7. NEPD personnel will maintain documentation of the undergraduate student's successful completion of central nursing orientation.

C. Required Logistics

1. Students are required to wear a Children's National temporary identification badge whenever they are on the Children's National campus for clinical and related experiences.
2. Students must surrender their ID badges upon completion of their clinical assignment.

D. Clinical Management System Access (CERNER)

In collaboration with the Nursing Staffing Office, the NEPD Affiliate Coordinator will support in providing access to the CTI based clinical management system after successful completion of the assigned assessments.

II. REVIEW OR REVISION DATE

Original: 08/98
Reviewed: 03/00
Revised: 04/01
Reviewed: 10/01
Revised: 08/04,
Revised: 06/09
Revised: 03/12

III. REFERENCES

Children's National Policy 3008 - Orientation for Faculty of Affiliating Schools of Nursing.

Children's National Policy 3111 - Affiliating Schools of Nursing Request for Clinical Experience -Graduate Students.

District of Columbia Municipal Regulations for Nurse Practitioners. (2011) Title 17. Chapter 59. Retrieved February 24, 2011 from http://hpla.doh.dc.gov/hpla/frames.asp?doc=/hpla/lib/hpla/prof_license/services/pdffile/nursing/nurse_practitioner_chap_59_regs_8-10-05.pdf

Joint Commission. (2011). Human resources and national patient safety goals. Retrieved February 24, 2011 from <http://amp.jcrinc.com/Frame.aspx>.

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