

Title: Student Guidelines	No.: CP 1.03
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Entity: Cape Canaveral Hospital, Holmes Regional Medical Center, Palm Bay Hospital and Health First Hospice

I. OBJECTIVE

To provide a setting for students to gain clinical experience, to define patient care responsibilities and provide guidelines for associates who precept students.

II. DEFINITION

Supervision: Physical presence within the patient care area or unit of a healthcare professional who provides direction and consultation to the student.

Direct Supervision: The immediate physical presence of a healthcare professional who provides direction and consultation to the student.

Instructor: An employee of the affiliated school who oversees the student’s educational experience.

Preceptor: An associate of the Health First organization with the same or greater skill level who oversees the student’s educational experience.

Student: For the purpose of this policy, “student” refers to students in health care programs including but not limited to the following: Nursing, Emergency Services, Cardiology, Radiology, Pharmacy, Respiratory Care, Rehabilitation Services and Laboratory.

Observation: Student experience where the student is limited to shadowing associates of the organization and provides no “hands-on” patient care.

Clinical Experience: Provision of patient care by a student under the supervision of a preceptor or instructor for educational purposes.

III. POLICY

- A. All students will adhere to the conditions as outlined in the Affiliation Agreement between the organization and the respective school.
- B. The student will be under the supervision of the school appointed instructor or an assigned preceptor at all time.
- C. The responsibility for the care of patients remains with the employees of Health First.

- D. The Health First Center for Learning (HFCL) will be responsible for badging of students and instructors (including verification of instructor licensure when appropriate). With the exception of Rehab Services, HFCL is responsible for scheduling of students and notifying management of the student clinical schedule. Rehab Services schedules students for Rehab areas and provides HFCL with the schedule for the HFCL records. HFCL will maintain all relevant documentation and facilitate orientation to the facility for students and instructors as requested.
- E. Students are required to park in designated areas at the hospital campuses.
- F. In the event that a student is injured during a clinical experience, the instructor should be notified immediately. The student may seek treatment in the Hospital Emergency Department at their own expense.
- G. Any student who arrives in a Patient Care area who is not scheduled or who is not wearing a current student badge will be asked to leave the area and notify their instructor.
- H. Students are prohibited from:
 - 1. Receiving verbal or phone orders from physicians.
 - 2. Obtaining medications from the Pyxis.
- I. All documentation that becomes a part of the patient record will be reviewed and co-signed by the instructor or the preceptor.
- J. Undergraduate and Graduate Independent projects must be approved by hospital leadership.
- K. **NURSING STUDENTS**

Medications will be administered according to Medication Administration Guidelines in the Hospital Clinical policies and procedures.

At the beginning of each semester, the Health First Center for Learning will provide the Pharmacy department with a list of Nursing Instructors and Pyxis user forms completed by the Instructors. The Pharmacy will add/activate users based on the list. Nursing Instructors who are also employees of Health First must use their Nursing Instructor user ID when working in the capacity of a Nursing Instructor and not their employee user ID.

- 1. Nursing Students are prohibited from administering the following:
 - a. Chemotherapy
 - b. Controlled medications
 - c. IV push medications
 - d. Blood products
 - e. Experimental drugs or drugs on trial
 - f. Heparin drips, insulin drips, or vasoactive drips
- 2. Students may provide care for and monitor the patient receiving such medications, as appropriate to their skill level and training.
- 3. Students may administer saline flush into peripheral locks and heparin into central lines under the direct supervision of their instructor or RN preceptor.

L. RESPIRATORY THERAPY STUDENTS

Respiratory Therapy students may only perform those skills which have been reviewed in the classroom setting and which the Respiratory Therapy student has shown competency to perform in a laboratory setting.

M. RADIOLOGY/NON-INVASIVE CARDIOLOGY STUDENTS

The affiliated school is responsible for monitoring the Radiation Badge readings for those students requiring Radiation badges.

All students must be at least 18 years of age.

After proof of competency, students will be allowed to perform exams under the supervision of the Preceptor or Instructor. Nuclear Medicine students may only perform radiopharmaceutical dose administration under the direct supervision of their preceptor/instructor.

N. PHARMACY

Pharmacy students shall perform any act relating to the counseling, clinical documentation, filling, compounding, or dispensing of medicinal drugs only under the direct and immediate personal supervision of a person actively licensed to practice pharmacy in the state of Florida.

O. REHABILITATION SERVICES

Each student in Rehab Services will be assigned to an individual clinical instructor and/or preceptor who will be responsible for assigning patient care tasks, monitoring student activities and evaluating the needs and progress of the educational experience

IV. REFERENCES

Florida Statutes. Chapter 465
Florida Statutes. Chapter 486
Florida Statutes. Chapter 468
Florida Statutes. Chapter 464

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