



GRADY HEALTH SYSTEM®

Student Nurse Programs and Clinical Rotations Guideline

PURPOSE: The purpose of this document is to provide guidelines and standards for clinical placement of nursing students to include requests for nursing student placement processes, senior practicum preceptor assignment, as well as faculty responsibilities. This policy has been established to provide for continuity of patient care as well as the effective training of Student Nurses.

LEVEL: Interdependent/Independent/Dependent

BACKGROUND: Grady Health System (Grady) inpatient and ambulatory nursing care units (in all area locations) can potentially provide clinical rotation experiences for student nurses. The Grady Nursing Professional Development (NPD) department facilitates clinical placement in coordination with its Legal Counsel and in coordination with Schools of Nursing (SON) clinical coordinators. The Grady Nursing Professional Development (NPD) department provides clinical placement of nursing students from accredited Nursing Colleges, Schools of Nursing in Georgia, and across the Country that hold a current clinical affiliation agreement with Grady. This policy applies to all persons involved in any stage of nursing student placements at Grady Hospital.

Guideline Content

I. Definitions

1. **Student Nurse** is defined as a student currently enrolled in a Nursing program that provides direct patient care during a clinical rotation. Student Nurse can refer to a clinical group of students under the direction of a Clinical Faculty Instructor from a college or university, or a Senior Practicum, consisting of one student under the direction of a Registered or a Licensed Practical Nurse (RN or LPN) caring for the patient. Before any Student Nurse practice at Grady, a current contract between the educational institution and Grady must be in place. The RN/LPN caring for the patient has ultimate responsibility for patient care but does not assume ultimate responsibility for the actions of the student.
2. **Clinical Rotation** is defined as a period in which a Student Nurse, under the supervision of the Clinical Faculty Nurse Instructor, participates in the care of patients in various environments. This is a portion of an academic course designed to provide the Student Nurse the opportunity to develop the clinical skills of assessment, diagnosis, planning, implementation, and evaluation.
3. **Senior Practicum/Preceptorship** is defined as the final clinical experience in which an undergraduate student nurse is immersed in one clinical setting. The practicum includes a preceptor as identified. Contact information for the clinician identified as the preceptor, responsible for supervising the student nurse, must be provided in ACEMAPP by the clinical placement coordinator at the educational institution. Senior Practicum preceptor selection will be done by Nursing Professional Development (NPD) department in



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partnership with the unit leader and in accordance to Georgia Board of Nursing requirements. Preceptor information will be added to approved rotations via ACEMAPP.

4. **Clinical Faculty Nurse Instructor (Clinical Instructor)** is defined as an employee of a college or university who teaches and demonstrates patient care in clinical units to Student Nurses and supervises Student Nurses in the delivery of patient care with the cooperation of the medical and nursing staff. A Clinical Faculty Nurse Instructor may also be referred to as Clinical Adjunct Faculty, Part Time Instructor, or Clinical Instructor. Titling for this role varies dependent on the academic institution.
5. **Clinical Site Instructor** is a Grady hired and internally trained nurse within Grady to function as a Clinical Faculty Nurse. This role would be in partnership with specific academic institutions.
6. **Preceptor** is defined as the designated, experienced, Grady-affiliated content expert. This role is responsible for guiding and instructing a student through their academic-institution-defined learning experience. Nurse preceptors for all graduate programs are the responsibility of the students or academic institutions to source.
7. **Direct Supervision** is defined as a situation where the responsible person (RN/LPN or Clinical Faculty Nurse Instructor) is physically present in the room to supervise the activity of the Student Nurse.
8. **Indirect Supervision** is defined as a situation where the responsible person (RN/LPN or Clinical Instructor) is not physically present in the room but is present on the unit of practice. It is understood by Grady that each student will be observed by the Clinical Instructor for competency prior to an activity being performed with indirect supervision.

II. Scope of Practice

1. Student Nurses practice within the Scope of Care and Standards of Practice established by Grady in collaboration with the Georgia Board of Nursing (GBON) best practices.
2. Clinical Affiliation Agreements, scope of practice statements are established between Grady and the educational institution according to standards and guidelines set by the GBON.
3. Student Nurses and Clinical Faculty Nurse Instructor must meet criteria for Grady concerning background checks, drug screening, and health screening requirements as established by Human Resources.
4. Clinical Nurse Faculty and Instructors are required to successfully complete assigned computer-based learning and perform essential and vital nursing competencies as determined by School of Nursing and Grady according to best practices.
5. All clinical practitioners and student nurses must adhere to standards and regulations outlined in the Georgia Nurse Practice Act.

III. General Requirements



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1. A current Clinical Affiliation Agreement must exist between Grady Hospital and the educational institution.
2. Clinical rotation/practicum requests are completed via ACEMAPP by the clinical placement coordinator at the educational institution.
3. Each School of Nursing is responsible for reviewing and providing all documents required to request clinical placement, practicums and/or preceptors. Grady Employee Health sets requirements for vaccination and health requirements to be provided within ACEMAPP. Deviations from any clinical rotation or practicum requirements may result in denial of request. This may include but are not limited to delays or failure to complete credentialing, shifts in previously approved rotation dates, or delays in timely rotation request entry.
4. Students are required to complete credentialing requirements and have an approved rotation within ACEMAPP to conduct a clinical rotation within Grady. The credentialing components may vary for internal employees seeking to complete their rotation.
5. Credentialing requirements will be updated according to Employee Health Standards, GBON requirements, and Grady needs.
6. Student Nurses and Clinical Faculty Nurse Instructors are expected to review and abide by the policies and guidelines regarding confidentiality and HIPAA. All patient information is confidential and should only be discussed with other health care professionals directly involved in a patient's care.
7. A Grady badge that clearly identifies the Student Nurse and Clinical Faculty Nurse Instructor as such, is required to be worn during the current clinical rotation or practicum. At the conclusion of the rotation (as of the expiration date listed on the badge) the student badge should either be returned to the host department coordinator or disposed of.
8. A uniform will be worn that identifies the student as a student and eliminates confusion between the student and employee. Designated SON define the student and faculty uniform.
9. Students and Clinical Faculty Nurse Instructors are required to adhere to transmission-based precautions (e.g., mask, temperature checks) to prevent infection transmission in addition to standard precautions if deemed necessary when providing patient care and entering the facility.
10. All students and Clinical Faculty Nurse Instructors must adhere to the safety and security measures set forth by Grady when entering any Grady facility.
11. An approved Clinical Faculty Nurse Instructor must supervise students on clinical rotation.
12. Student rotations are to be completed in the location defined and approved within ACEMAPP and are not permitted to be in ANY other clinical area without consent from Grady Nursing Professional Development (NPD).
13. A Clinical Faculty Nurse Instructor, a practicum preceptor, or an assigned Grady staff nurse may give direct supervision. Any student not supervised by one of the aforementioned will be asked to leave the facility and the school contract will be terminated.

IV. Student and School Incident Process

1. Any Clinical Faculty Nurse Instructor or student- related incident will fall under the reporting and escalation process defined by Grady.



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2. Student or Clinical Faculty Nurse Instructor health concerns will result in the affected party's care being reviewed by Grady's Emergency Care Center. Any Clinical Faculty Nurse Instructor or Student health concerns may also result in documentation via Grady's internal event reporting system.
3. Unsafe Student or Clinical Faculty Nurse Instructor practices will be documented via Grady's internal event reporting system and escalated by consultation with the Nursing Professional Development office and the SON.
4. Grady retains the right to dismiss or void student rotations or academic affiliations, depending on the severity and frequency of any harmful, dishonest, or neglectful practices.

V. Nursing School Faculty

1. Clinical Faculty Nurse Instructor must complete the required credentialing and training outlined within ACEMAPP.
2. Clinical Faculty Nurse Instructor must adhere to all policies, protocols, procedures, and guidelines.
3. Clinical Faculty Nurse Instructor is required to adhere to specified use of EPIC and observation guidelines.
4. Clinical Faculty Nurse Instructor serves as the primary contact for students during clinical rotations and must be present on the unit and available to students while providing patient care, unless they are in their senior practicum under the direct supervision of Grady RN staff.
5. Clinical Faculty Nurse Instructor will remain on the unit assigned unless otherwise determined by the Grady Clinical Coordinator and communicated to the school of nursing clinical coordinator or course coordinator.

VI. Guidelines for Student Practice

1. ALL nursing care will be provided within the guidelines of the Georgia Nurse Practice Act.
2. The Student Nurse will utilize the nursing process in providing patient care according to the policies, procedures and standards of care established by Grady.
3. Grady retains the ultimate responsibility for the care of patients assigned to Student Nurses and will assign a member of the nursing staff to oversee each patient's care.
4. Student Nurses will be legally held to the same level of practice as the licensed nurse.
5. The Student Nurse delivers patient care under the direct or indirect supervision of the Clinical Faculty Nurse Instructor or Grady RN/LPN staff member.
6. Any student nurse completing research at Grady as part of their clinical rotation must have the research project approved by Grady prior to initiating the research.
 - i. The Nursing Research Application Packet and approval may be attained by emailing: nursing_research@gmh.edu.
7. Student Nurses will assume responsibility for patient care consistent with their level of achievement, level of competency, course objectives, and level of experience.
8. The Clinical Faculty Nurse Instructor or RN caring for the patient must be present, as the student has not attained clinical competency in a procedure or technical skill. The Clinical Faculty and/or RN caring for the patient will guide which skills may be performed by the student under supervision.



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9. Clinical objectives and expectations for the Student Nurse's role in patient care should be communicated and discussed with the patient's nurse at the beginning of the shift by the Clinical Faculty.
10. All plans for patient care will be discussed with the Student Nurse before the delivery of care.
11. Student Nurses are not permitted to receive, accept, or acknowledge orders in EPIC.
12. Student Nurses may not obtain or witness any consent from patients.
13. Student Nurses may collaborate with the RN in assessing EKG rhythm strips, however they are not responsible for EKG interpretation.
14. Student Nurses are allowed to view a patient's electronic medical record.

VII. Medications Administration

1. Student Nurses are to demonstrate safe medication practices. ALL medications are bar-coded and scanned into EPIC unless using Downtime procedures.
2. Safe medication practice includes knowledge of the five rights (+3) right documentation, right reason, and right response), medication action, and safe dosage for adults, seniors, and children, side effects and special consideration for administration. Student Nurses are expected to follow policies regarding Medication Administration.
3. Clinical Faculty will not be granted access to the Pyxis. NO ACCESS to NARCOTIC or Control Substances will be given to Clinical Faculty Instructors or Non-Grady Staff. All Control Substance will be administered by a Grady STAFF Member.
4. All intravenous medications are to be prepared and administered under the direct supervision of the Nurse Preceptor or the RN caring for the patient.
5. IV medication preparation includes reconstitution, aspirating medication from vials, confirming premixed pharmacy doses, and all infusions.
6. Documentation of administration of non- intravenous medications administered by the Student Nurse is documented within the Medication Administration Record by the RN caring for the patient.
7. Administration of intravenous medications, IVs and TPN are documented and verified under the direct supervision of the RN caring for the patient.
8. It is required that infusion pumps with identified GAURDRAILS be used for IV Fluids and medications.
9. Undergraduate student nurses are not permitted to initiate, adjust, or discontinue any titratable drips.
10. The RN caring for the patient will administer or program any Patient Controlled Analgesia (PCA) or Epidural infusion. Undergraduate student nurses may monitor a patient with this type of analgesia but are not allowed to make any adjustments or handoff with the PCA/ Epidural Infusions.
11. Medication errors must be reported immediately to the Clinical Faculty Instructor, Charge Nurse, and physician. An incident report must be completed by the RN caring for the patient or Nurse Preceptor. The Clinical Faculty Instructor will notify the Grady Nursing Professional Development (NPD) department and the college/university program coordinator.

VIII. Epic and Medical Record

1. The Registered or Licensed Practical Nurse (RN or LPN) caring for the patient will document his/her own patient assessment and care delivery activities for the patient independent of any type of student nurse documentation.
2. If the RN assigned to the patient witnesses care done by the student nurse, he/she is responsible for the documentation of the care in the record as it was observed and validated. When documenting care observed by a student nurse, the nurse assigned to the patient is to right click and document a narrative note. The note will include the name of the student, the procedure, or care activity the student performed under his/her supervision.

IX. Participation in Code Blue

1. The Student Nurse may observe the medical emergency when it does not interfere with the resuscitation efforts or the dignity of the patient.
 2. The Student Nurse may not perform chest compressions.

References

- American Association of Colleges of Nursing. (2018). *CCNE: Standards, Procedures & Guidelines*. Aacnursing.org. <https://www.aacnursing.org/CCNE-Accreditation/Accreditation-Resources/Standards-Procedures-Guidelines>.
- GA - GAC - Department 410. *RULES OF GEORGIA BOARD OF NURSING*. (n.d.). Rules.sos.ga.gov. <https://rules.sos.ga.gov/GAC/410>.
- (2022, December). *Infection Control Policy #455: Immunizations, Screening, and Surveillance* [Review of *Infection Control Policy #455: Immunizations, Screening, and Surveillance*]. Grady Policy Manager; Grady Health System. <https://grady.ellucid.com/documents/view/16933>.

Approval(s)

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