



PROVENA

Mercy Medical Center

Nursing Student Practice Standards

- ∞ All nursing students entering Provena Mercy Medical Center will practice under the supervision of a nursing instructor.
- ∞ Under the supervision of the instructor/and or preceptor, students will only perform skills that have been prior or presently introduced in their academic setting.

Communication

- ∞ Students are expected to consult and collaborate with the nurse-preceptor about the status of assigned patients throughout the clinical day.

Documentation

All Student Nurses

1. Students will have training on both the QS and/or Meditech documentation systems prior to use of the systems.
2. Students will be expected to document daily care provided and any procedure completed in conjunction with Instructor or RN
3. Students will document a daily systems assessment, patient notes, vital signs, and patient education in accordance with the hospital's documentation policy.
4. All charting done by students must be reviewed by the instructor and/or RN for completeness, accuracy, and appropriateness.
5. Nursing instructors must write a note in the note section of the Meditech or QS computer charting system stating that they have reviewed the students' charting.
6. The primary nurse will perform his/her own shift assessment or will document a note in the Meditech system that they agree with the student assessment.
7. Students are not permitted to sign or witness the signature of any legal paper or document.
8. Students may not sign as a witness on a consent form.
9. Students may not take written or verbal orders

Drug Administration

1. Students will not have access to independently remove drugs from the Pyxis system.
2. Students will verbalize and demonstrate a safe level knowledge and skill of medication administration including purpose of the medication, route, dosage, indications, incompatibilities, and side-effects.
3. Students will not administer medications to patients until they have verified all medications with their instructors and medications are checked against the patient's medication record.



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4. All medication calculations and IV pump settings are to be verified by the nursing instructor or RN.
5. IV push medications require **direct supervision** of the nursing instructor or RN.
6. Prior to administering medications, students will verify the correct patient by checking the patient's I.D. band against the medication record. The patient's name and birth date will be used as verifiers.
7. Students will document medication administration in the MAR co-signed by RN or instructor.
8. Students are required to be under the **direct supervision** of the instructor or RN to administer blood products. *Blood product verification requires by two RNs who are employed by PMMC prior to administration.*

Students will not:

- ∞ Administer chemotherapy medications to a patient
- ∞ Be allowed to set up or manipulate PCA/Epidural Pumps
- ∞ Manipulate ventilator settings or alarms
- ∞ Access a central line to initiate IV medication drip or collect a blood sample.
- ∞ Pull cardiac sheaths
- ∞ Manage heparin, vasoactive, anti-arrhythmic, or insulin drips
- ∞ Pull pacer wires or discontinue chest tubes
- ∞ Care for any patients on Airborne Isolation Precautions
- ∞ Complete admission assessments

Safe Patient Care

1. Nursing instructor will clearly identify on assignments sheets
 - ∞ Assignment sheets will indicate what nursing students will and will not be doing e.g. passing po medication, foley catheter insertion removal, beds, baths etc
 - ∞ Assignment sheets should be filled out and given to the primary nurse and team leader/charge nurse.
2. The assigned RN is responsible for the care of the patient. Before a student performs patient care, the assigned RN must give a clear and thorough verbal report to the nursing student, allowing the nursing student time to ask any questions.
3. If the student leaves the unit for any reason, goes on break, or prior to the end of the student's clinical shift, the student must give a verbal report to the assigned nurse.
4. Invasive procedures, e.g. IV start, performed by students shall be done under the **direct supervision** of the instructor or RN.



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Students who are employees of PMMC shall follow PMMC's student practice standards and act in the role of a student during their clinical rotation.

Nursing Instructor Standards

Communication:

- ∞ Instructors are to provide some means (ie. cell phone or pager) for students and/or staff members to be able to get in contact with the instructor during clinical hours.
- ∞ Engage in on-going communication with unit manager and clinical education department representative regarding any concerns or student issues.
- ∞ May organize student experiences in ancillary areas in collaboration with clinical education department, however may not rotate students to any other nursing department.

Drug Administration

1. Instructors are to follow PMMC's policies and procedures regarding medication administration.
2. Instructors shall determine safe medication administration by the students' ability to state the 5 medication rights, supporting clinical course competencies from the school's clinical laboratory, and contents of the students' medication sheets/cards.
3. Co-sign MAR for students nurses.

Safe Patient Care

1. Instructors shall make students assignments that correspond with the instructors' knowledge base and the skill level.
2. Instructors shall make students assignments that correspond with the student's knowledge base and skill level.
3. Nursing instructors will clearly identify on assignments sheets what task nursing students will and will not be doing e.g. passing po medication, foley catheter insertion removal, beds, baths, etc..

Variance and Incident Reports

1. Instructors shall complete a variance report whenever a medication error or an injury (patient or visitor), involves a student.
 - ∞ Instructors shall complete a variance report and follow-up on events that occur during clinical hours. If the incident is found by PMMC's staff members, the staff should bring it to the instructor's attention.
 - ∞ If the incident is found after the clinical group has left for the day, it is the unit leadership responsibility to determine the follow-up process and contact the nursing instructor within 24 hours.



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- ∞ Students shall not independently complete any incident or variance reports.
 - ∞ In the event of a fall or injury, the variance report needs to be completely immediately under the **direct supervision** of the nursing instructor or RN.
2. If a student is injured during clinical the instructor is to be notified, appropriate forms from the school are to be completed, and the student should report to the ED or Occupational Health immediately.

Definitions

Competency: knowledge and skills that enable a person to perform his or her job duties

Supervision: students' practices that are guided or directed by a skilled instructor and/or RN while maintaining a safe environment

Direct Supervision: The instructor and/or RN must be present 1:1 when the student is performing a skill



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Skills To Be Performed	Student Assignment
<ul style="list-style-type: none">🍏 Basic Care (including documentation)🍏 Dressing Changes🍏 Catheterization / Care🍏 Specimen collection🍏 Tracheostomy Care🍏 PO medications🍏 IV medications🍏 SC medications🍏 Starting an IV	

Instructors Name: _____

Contact Number: _____