

St. Anthony Regional Hospital & Nursing Home Student Role and Responsibility

Students in clinical education settings are assigned special responsibilities. Students apply their knowledge and skills in the care of patients/residents under the guidance of an instructor and/or preceptor. Students' behavior should reflect the values of the St. Anthony organization at all times. Policies and guidelines for clinical placements are designed to facilitate student identity, patient/resident safety and comfort, and infection control practices.

The student will:

- Demonstrate an understanding of the objectives and learning outcomes of the course.
- Contribute to the development of objectives for the clinical experience.
- Seek opportunities to learn and recognize the value of information available in the clinical area.
- Be prepared for each day. Dress and act in a professional manner.
- Respect the safety and well being of the patient/resident in the clinical learning experience.
- Adhere to the general rules, policies, and regulations of the St. Anthony organization.
- Obtain a report from the staff, preceptor or instructor prior to giving care and collaborate with staff members who retain responsibility for the patient/resident.
- Immediately inform the patient/resident care provider of significant changes in a patient's/resident's condition.
- Introduce him/herself appropriately to patients/residents and ask permission to participate in their care.
- Use clear, accurate and effective communication skills in professional interactions.
- Recognize her/his clinical knowledge, skills and abilities, limits of responsibilities, legislative authority and supervision requirements.
- Recognize that she/he is accountable for the quality of care she/he provides within the established objectives.
- Recognize her/his responsibility to notify the educator if learning objectives are not being achieved due to setting and/or the preceptor relationship.
- Communicate situations of conflict in which a student perceives that his or her individual cultural values, ethics, or religious beliefs are in direct conflict with specific aspects of the clinical or observational experience.
- Check with the instructor or preceptor before administering any medications (all medication orders are to be verified per health care organization's policy before they are given).
- Complete the clinical assignments before leaving the facility.
- Document patient/resident assessments or observations, care provided to the patient/resident, and the patient's/resident's response to that care.
- Give a report to the staff on the condition and care of the assigned patient(s)/resident(s) before leaving the clinical area for any reason.
- Implement measures to promote a safe environment for each patient/resident.
- Delineate, establish, and maintain professional boundaries with each patient/resident.
- Provide privacy during examination or treatment and in the care of personal or bodily needs.
- Provide care to assigned patient(s)/resident(s) without discrimination and treat each patient/resident with courtesy, respect, and with full recognition of dignity and individuality.
- Demonstrate knowledge of the infection control, safety, fire, and emergency procedures of the health care organization.
- Be friendly, courteous & polite.

STUDENTS MUST ADHERE TO THE WRITTEN AGREEMENT BETWEEN THE HEALTH PROFESSIONS PROGRAM AND ST. ANTHONY, WHICH INCLUDES SPECIFIC RESPONSIBILITIES OF PROGRAM, STUDENT, PRECEPTOR AND FACULTY.

Students are **NOT** permitted to:

- Perform delegated medical acts.
- Act as a witness under any circumstances or for any purpose.
- Provide the second signature/check for controlled drugs, blood products, and medications listed as requiring independent double-checking, double signing and documentation.
- Provide telephone advice to discharged patients or their families.
- Perform any skill or procedure for which the student has not attained competency without the clinical instructor, preceptor or staff present.
- Take verbal or telephone orders.
- Carry narcotic keys.
- Be left in sole charge of the department, unit or any patient/resident.
- Transport patients/residents alone when the presence of an RN is required.
- Engage in behavior that causes or may cause physical, verbal, mental, or emotional abuse to a patient/resident.
- Remove a medical record or a printout of the medical record from the unit.
- Falsify any patient/resident record or any other document prepared or utilized in the health care organization.
- Eat, drink, and chew gum in patient/resident care areas

PROFESSIONAL IMAGE

- **Clothing/Uniform:**
 - All clothing should be conservative and in keeping with the nature of the St. Anthony organization image and appropriate to the nature and scope of the position.
 - Clothing should be neat, clean, pressed, well-fitted and in good repair with no holes or wrinkles.
 - No jeans, sandals or open-toed shoes are allowed.
 - If required, a designated school uniform should be worn as per health professions program's policy.
 - When the task dictates, students are required to wear personal protective equipment (PPE), i.e., gloves, gowns, masks, etc., per Standard Precaution Guidelines and per OSHA requirements.
- **Grooming:**
 - Nails are to be kept short, less than ¼ inch from fingertip.
 - Artificial nails are not allowed.
 - Make-up should be used in moderation.
 - Toiletries with strong odors, such as perfume, aftershave and hair spray should not be detectable.
 - Hairstyles are to be conservative, clean and long hair is to be secured back and away from the face.
 - Beards and mustaches are to be neatly trimmed.
- **Jewelry/Tattoos:**
 - Wear only jewelry that is small in size and that does not create a safety hazard or interfere with one's work. Wear only non-dangling earrings for pierced ears.
 - Body piercing and tattoos should be covered and not visible to patients/residents/families at all times.
- **I. D. Badge:**
 - Appropriate school ID badge must be visible at all times.
 - If required, a hospital I. D. badge must be worn and visible at all times.

IF INAPPROPRIATELY DRESSED OR APPEARANCE IS NOT NEAT AND CLEAN, THE STUDENT WILL BE DISMISSED.

- **Smoking:**
 - St. Anthony facilities and grounds are smoke-free, which means there are NO smoking-permitted areas.
- **Telephone:**
 - Telephone etiquette is a key focus in providing exceptional service. Phones should be answered promptly. Speak clearly and identify yourself as a student. Always use a pleasant and friendly tone. Never interrupt the person while he/she is talking to you.

- Students are not allowed to take telephone orders or receive critical laboratory results over the phone.
- DO NOT USE ST. ANTHONY TELEPHONES FOR PERSONAL CALLS.
- **Pager/Cell Phone:**
 - Personal cellular telephones and pagers should not be carried, as they can be disruptive to the patients and the learning environment.

PROHIBITED CONDUCT

Prohibited conduct may result in dismissal. Prohibited activities include, but are not limited to, the following:

- Reporting to clinical experience intoxicated or under the influence of alcohol or drugs.
- Use or consumption of alcohol or other intoxicating substances on health care organization premises.
- Selling or distributing illegal substances while on health care organization premises.
- Stealing from patients/residents, the healthcare organization, or employees.
- Falsifying any patient/resident record or any other document prepared or utilized in the course of, or in conjunction with, patient/resident care.
- Disorderly conduct, including fighting; acting in an obscene manner or using obscene, abusive or threatening language; or horseplay.
- Smoking in an area where smoking is prohibited.
- Defacing, or damaging St. Anthony property.
- Possession or use of firearms, fireworks, or any other weapon on St. Anthony property.
- Use of health care organization's telephones or other equipment for personal matters.
- Insubordination.
- Failure to observe St. Anthony regulations and/or policies.
- Failure to maintain the confidentiality of St. Anthony healthcare information, including matters relating to patients/residents.
- Any action that destroys good relations between the St. Anthony and its employees, or between the St. Anthony and any of its suppliers or patients/residents.

PARKING

Students may park in the designated student parking area only. Violators are subject to corrective actions including ticketing, towing, disciplinary corrective action, or revocation of parking privileges.

Parking is at the student's own risk. St. Anthony does not assume responsibility for the loss, damage, or destruction of any vehicle or its contents as a result of parking on or near hospital property.

STUDENT BELONGINGS

Students are encouraged to leave cash and valuables at home. All student belongings, including coats/boots, books, book bags, electronic devices, and purses must be stored in the student locker room when the student is participating in a clinical assignment.

ACCIDENT/INCIDENT DURING CLINICAL

If an accident/incident (e.g. puncture wound, splash in the eye, fall or back injury) occurs during a clinical experience, including an exposure to blood and/or other body fluids, the instructor, preceptor, or supervisor must be notified immediately. Document the incident on the appropriate facility forms, ie variance report, falls report form, exposure report form.