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Policy Name:	Clinical Simulation & Learning Center Use and Guidelines
Policy Number:	ADM 8.01
Title of Policy Owner:	Dean, CSCL
Approved by:	Policy Committee/Administrative Cabinet
Effective Date:	08/01/2021
Version:	1.0
Policy Status:	Approved

I. Policy

Clinical Simulation staff and nursing faculty support nursing student learning in the Clinical Simulation & Learning Center (CSLC) by providing space, equipment, and assistance as requested for practice and/or remediation of psychomotor nursing skills and clinical simulation experiences.

II. Purpose

Establish safe and evidence-based practices for the use of CSLC resources.

III. Scope

All students, faculty and staff utilizing the CSLC.

IV. Definitions

V. Policy Details

All persons utilizing the CSLC will be provided with an orientation to the facilities, equipment and expectations for practice. The students will be provided this orientation during their first semester prior to using the CSLC. Other participants will be oriented prior to their simulation lab or event. Students will receive the Guidelines for Responsible Use of the Clinical Simulation & Learning Center. Participants will be expected to sign indicating understanding of the guidelines and sign the confidentiality form.

Please see policy ADM 8.03 – Confidentiality in CSLC for additional information.

Students who desire practice may do so during open lab hours or by appointment. Open lab hours are posted on the bulletin boards outside of each lab. For an appointment at other times, please contact one of the CSLC faculty or staff.

Students who require remediation of psychomotor nursing skills must be referred by their instructor. Upon referral, the student will make an appointment with the CSLC faculty listed on the referral form. The student is expected to arrive on time to all practice or remediation appointments.

Select equipment may be checked out by students. Please see policy ADM 8.02 – CSLC Equipment Use and Storage for additional information.

VI. Attachments

VII. Related Policies

ADM 8.02 - CSLC Equipment Use and Storage

ADM 8.03 - Confidentiality in CSLC

VIII. Disclaimers

- a. Nothing in this policy creates a contractual relationship between Richmond Higher Education Institutes (RHEI) and any party. RHEI, in its sole discretions, reserves the right to amend, terminate or discontinue this policy at any time, with or without advance notice.

IX. Version Control

Version	Date	Description	Prepared by
1.0		Revisions and new template	Dean, CSCL

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1.0	4/26/2021	Revisions	Dean, CSCL
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