

DEPARTMENT OF THE ARMY
HEADQUARTERS, WALTER REED ARMY MEDICAL CENTER
6900 Georgia Avenue, NW
Washington, DC 20307-5001

HR-11 Nursing Policy

21 July 2005

Student Affiliations

1. PURPOSE: To provide guidance for the management and supervision of nursing students from other institutions who are affiliated with WRAMC for education and training.

2. SCOPE: Applies to all nursing personnel.

3. REFERENCE: AR 351-3, Professional Education and Training Program of the Army Medical Department, 8 Feb 1988.

4. RESPONSIBILITIES:

a. Director, Continuing Education, Nursing Education and Staff Development

1) Coordinate and negotiate student placement.

2) Ensure students and faculty complete the Short Term Staff Orientation to WRAMC in accordance with WRAMC Reg 600-1.

3) Maintain a file for each school, containing a record of each affiliating student's Basic Life Support certification, essential immunizations, and Hepatitis B status/declination.

4) Verify licensure RN baccalaureate and graduate students.

5) Serve as a liaison between WRAMC and schools.

b. Head Nurse

1) Orient faculty and students to the ward.

2) Coordinate unit level scheduling of clinical learning experience with faculty, students and staff.

3) Promptly report any concerns with students or faculty to the Chief, Continuing Education, Nursing Education and Staff Development.

c. Clinical Preceptor or Head Nurse

- 1) Discuss learning objectives with clinical instructor and student.
- 2) Orient student to the clinical area.
- 3) Evaluate student performance.
- 4) Promptly report any student concerns to the Director, Continuing Education, NESD, as well as the clinical instructor.

d. Clinical Instructor

1) Prior to clinical rotations, provide evidence of the following for both students and instructors:

- a) Current Cardiopulmonary Resuscitation/Basic Life Support Certification.
- b) Hepatitis B Immunization (or declination).
- c) MMR (Rubella Titer or evidence of two immunizations).
- d) PPD or Chest X-Ray.
- e) OSHA Training.
- f) Malpractice insurance.

2) Provide supervision and management of students.

3) Monitor student progress toward the accomplishment of clinical objectives.

4) Monitor student compliance with WRAMC policies and applicable regulations.

5) Promptly report any student concerns to Director, Continuing Education, NESD.

e. Students

- 1) Review and sign Short Term Orientation Form (WRAMC Reg, 600-1, Appendix H)
- 2) Practice according to clinical guidelines and objectives

- 3) Adhere to WRAMC policies and procedures and applicable regulations
 - a) May not be assigned to patients with highly transmissible diseases, such as SARs, Avian Flu, and Smallpox
 - b) May not be assigned with patients admitted with R/O tuberculosis
 - c) Are not authorized access to controlled medications.

5. PROCEDURE:

- a. An affiliation agreement with the school of nursing shall be approved by the Professional Education and Training Committee if a Memorandum of Agreement is not in effect. Department of Resource Management prepares the Memorandum of Agreement. When the school authority and the WRAMC Professional Education and Training Committee Chairman sign the document, copies are distributed to WRAMC Nursing Education and Staff Development (NESD), the school, and Medical Command (MEDCOM).
- b. The scheduling of all affiliated students must be coordinated through Nursing Education and Staff Development and the appropriate Section Chief.
- c. Students in military and Department of Defense (DoD) courses as well as military students in civilian programs will be given priority for assignments in all clinical areas.
- d. All undergraduate students will be under the direct supervision and management of a clinical instructor from the affiliated school. The faculty-to-student ratio may not exceed the limit set forth in the Memorandum of Agreement.
- e. Graduate students practice under the guidance of a designated preceptor for the clinical practicum experience.
- f. Although students and faculty members may be involved in direct patient care, the ultimate responsibility for the care provided to patients rests with the ward staff.

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COL, AN
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