

<b>Document Owner:</b> Manager, Professional Practice, Development and Education	<b>Reviewed By:</b> Education Coordinator	<b>Approved By:</b> Director, Professional Practice, Development and Education
--	--	--

### SCOPE

All units at North Memorial Health Hospital (NMHH) hosting Faculty-Led Student Nurses.

### DEFINITIONS

**Student Nurse:** A nurse student is an individual enrolled in an academic nursing program with a clinical affiliation agreement with North Memorial Health.

**Clinical Experience:** A clinical experience takes place within a defined period of time.

**Direct Supervision:** The clinical faculty or co-assigned North Memorial Health Hospital RN team member is physically present in the room to supervise the activity of the student nurse.

**Indirect Supervision:** The clinical faculty is not physically present in the room to supervise the activity of the student nurse, but is available/physically present within the clinical unit of practice. It is understood by North Memorial Health Hospital that each student has been observed by the clinical faculty for competency prior to an activity being performed with indirect supervision.

### PURPOSE

Minnesota Statute, section 148.271, provides that students enrolled in a Board of Registered Nurses approved pre-licensure nursing program may practice nursing in Minnesota under the supervision of an instructor. Minnesota Rule 6301.0100 subpart 11 defines faculty as the director and other individuals designated by the controlling body as having ongoing responsibility for teaching or evaluating student learning in the program. Additionally, Minnesota Rule 6301.1700 subpart 1 specifies that whenever a program uses a clinical setting to meet requirements, registered professional nurse faculty members must be responsible for determining clinical learning activities and for guiding and evaluating students in that setting.

The purpose of this policy is to define the scope of practice for Student Nurse as established by North Memorial Health Hospital according to clinical affiliation agreement between North Memorial Health and education institution, maintain optimal patient safety, adequate student supervision, clinical staff support to provide student supervision, and provide clear communication with the education institution contracting with North Memorial Health for the affiliation experience.

### POLICY

#### Student Responsibilities

1. A current, authorized Clinical Affiliation Agreement between North Memorial Health and the education institution must be in place prior to the establishment/implementation of any student clinical rotation/placement. (Refer to *Student Clinical Experience* policy).
2. Must hold current certification in American Heart Association Basic Life Support (BLS) and be able to apply BLS knowledge in an emergency situation as needed.

3. Students and faculty shall comply with all North Memorial Health established policies and procedures at all times.
4. All required training must be completed and submitted to Professional Practice, Development, and Education prior to the first clinical day. Students may not participate in clinical experiences until all requirements are complete.
5. Comply with North Memorial Health Hospital Student Nurse dress code standards. A uniform must be worn (including Student ID Badge) at all times while on North Memorial Health Hospital property, unless surgical scrubs have been issued by the department (e.g. Labor and Delivery, Operating Room).
6. Maintain patient confidentiality standards according to HIPAA regulations. Students may not remotely access, photocopy, or print from the electronic health record any patient specific information. Students may not remove any identifiable patient specific information from North Memorial Health Hospital.
7. The education facility is responsible for assuring that students are prepared to carry out assigned responsibilities commensurate with their course objectives. The education institution is also responsible for verifying competence by evaluation in a skills lab or comparable setting before assigning such responsibilities in the North Memorial Health Hospital clinical setting.
8. During a clinical rotation, students practice under the supervision and direction of the clinical faculty identified by the education institution and with the co-assigned North Memorial Health Hospital RN team member. During a preceptorship or Dedicated Education Unit Rotation, the student functions under the direction and supervision of the co-assigned North Memorial Health Hospital RN team member.
9. Must introduce self to patient indicating you are a student working with RN staff to provide care.
10. Complete required documentation for patient assignments. Review initial documentation into the electronic medical record with either clinical faculty or co-assigned North Memorial Health Hospital RN team member. Co-assigned North Memorial Health Hospital RN team member must complete own separate documentation or write a comment that their assessment was identical to SN assessment.
11. Immediately report change to the co-assigned North Memorial Health Hospital RN team member or unit charge nurse if change in patient condition, or if any problem occurs with the patient, family, a North Memorial Health Hospital team member, or equipment.
12. Must report off to the co-assigned North Memorial Health Hospital RN team member or charge RN when leaving the unit for any reason, and at the end of the shift.
13. Must immediately report to unit charge nurse or co-assigned North Memorial Health Hospital RN team member medication error or other adverse event.
14. Comply with North Memorial Health Electronic Event Reporting System process by collaborating with cosign RN to complete safety first report as needed (see *Electronic Reporting System* process).
15. If a student is injured or becomes ill during the clinical experience, clinical faculty must be notified and student should report to the Emergency Department or Team Member Health Service immediately. An incident report should also be completed.

The Professional Practice, Development, and Education department is responsible for:

- Maintaining information regarding current nursing school affiliations.
- Coordination of placement of nursing student faculty-led groups and placement of students 1:1 with a North Memorial Health Hospital RN team member.
- Maintain student records of required onboarding documentation.

## Limitations to Student Nurse Scope of Practice

Student practice limitations are based on school/semester policy, North Memorial Health policy, North Memorial Health departmental standards, and the Board of Registered Nursing regulations. Additional restrictions may apply from a clinical unit or specialty area for the safety and well-being of the patient.

## Skill Guidelines for RN Student Clinical Experiences

This list may not be inclusive of all skills that may be encountered by the student nurse during the clinical experience. If a skill is not listed in this document, student should not be performing it or contact Professional Practice, Development and Education department for clarification.

Clinical Skill	May NOT be performed	May be performed under Direct RN supervision	May be performed under Indirect RN supervision
<b>Medication Administration</b>			
1. Adult and Pediatric PO non-narcotic medication administration			X
2. Adult and Pediatric medication administration by IM, SQ, SL, enteral, inhaled, vaginal, rectal, and/or topical routes		X	
3. Adult and Pediatric medication administration that require Special monitoring (see <i>Medication Administration</i> policy)	X		
4. Chemotherapeutic agents, IV cardiac altering agents, IV insulin, blood/blood products, IV Bolus, IV anticoagulants, and sedation medication	X		
5. IV Controlled substances and IV Push		X	
6. Administration of TPN/Lipids/Hyperalbuminemia	X		
7. Anticoagulants SQ (including Heparin, Lovenox)		X	
8. Administration of intrathecal medication	X		
<b>Central Lines (Triple Lumen Caths, PICC, Midline, etc.)</b>			
1. Hang Initial Solution	X		
2. Administer IVPB into currently infusing Central Line		X	
3. Change Central Line dressing	X		
4. Flush Central Line		X	
5. Blood Draws	X		
6. Change Tubing		X	
<b>Implanted Vascular Devices (e.g. Mediports)</b>			
1. Access vascular device with Huber needle	X		
2. De-access vascular device with Huber needle	X		
3. Hang Initial Solution	X		
4. Administer IVPB into currently infusing IV line		X	
5. Flush line		X	
6. Blood Draw	X		
7. Change tubing		X	
<b>Dialysis Catheter/AV Fistula</b>			
1. Access vascular device	X		
2. Flush line	X		
3. Assess patency of AV fistula (thrills, bruits)			X

Clinical Skill (continued)	May NOT be performed	May be performed under Direct RN supervision	May be performed under Indirect RN supervision
<b>Peripheral IV's</b>			
1. Hang Solution		X	
2. Change rate		X	
3. Change Dressing		X	
4. Initial Flush line		X	
a. Subsequent Flushes			X
5. Change Tubing		X	
<b>IV and Pain/Epidural Pumps</b>			
1. Change medication cassette	X		
2. Program, manage or verify pump settings	X		
<b>Utilize Therapeutic Principles of Nutrition</b>			
1. Administer Enteral Feedings		X	
2. Weight and body measurements/documentation			X
<b>Blood/Blood Product Transfusion</b>			
1. Set up tubing	X		
2. Co-sign/Second RN signature	X		
3. Spike Blood/Blood product	X		
4. Assess and monitor per protocol including vital signs		X	
<b>Physician Orders</b>			
1. Receive verbal orders	X		
2. Receive telephone orders	X		
3. Initiate Order Set	X		
4. Verify/Release orders in EMR	X		
<b>Wound and Skin Care</b>			
1. Perform initial admission head to toe assessment		X	
2. Perform non-sterile dressing changes		X	
3. Measure wounds and document in EMR		X	
<b>Perform Therapeutic Respiratory Procedures</b>			
1. Perform nasopharyngeal suctioning	X		
2. Perform tracheostomy suctioning		X	
3. Introduce oropharyngeal airway	X		
4. Care of chest tubes		X	
5. Assessment of secretions			X
6. Perform tracheostomy dressing change and site care		X	
7. Supervise coughing/deep breathing exercises			X
8. Initiate/titrate/discontinue oxygen therapy		X	
<b>Utilize Therapeutic Principles of Elimination</b>			
1. Insert, irrigate, first removal of indwelling catheters		X	
a. Subsequent remove indwelling catheters			X
2. Insert, irrigate, remove rectal catheters		X	
3. Perform continuous and intermittent bladder irrigations		X	
4. Perform ostomy cares		X	
5. Administer enema			X
6. Perform bladder scan			X

Clinical Skill (continued)	May NOT be performed	May be performed under Direct RN supervision	May be performed under Indirect RN supervision
<b>Maintain Immobilization and Support</b>			
1. Casts	X		
2. Traction	X		
3. Splints	X		
4. Slings		X	
5. Binders		X	
6. Anti-embolism stockings		X	
7. Sequential Compression System		X	
<b>Mobility</b>			
1. Ambulate patient with and without assistive devices			X
2. Passive and active range of motion			X
3. Transfers to and from bed, stretcher, wheelchair, chair			X
<b>Monitoring</b>			
1. Interpret EKG or fetal monitoring	X		
2. Discontinue/remove EKG or fetal monitoring	X		
<b>Point of Care Testing</b>			
1. Obtain Whole Blood Glucose	X		
2. Perform pH testing with nitrazine paper	X		
3. Perform Hemochrom	X		
4. Perform urine dipstick	X		
<b>EMR Documentation (All pending documentation is to be reviewed by clinical faculty at end of every clinical rotation)</b>			
1. Documentation of administration of medications		X	
2. Fluid Balance (intake & output)			X
3. Patient Assessments			X
4. Hourly Rounds minimally every 2 hours (even hours)			X
5. Vital Signs			X
6. Patient Education			X
<b>Care and Treatment</b>			
1. Respond to call lights			X
2. Toileting/bathing/pericare			X
3. Reposition patients			X
4. Update Careboard			X
5. Advance Plan of Care	X		
6. Initial Fall risk assessment and implementation of fall prevention Precautions		X	
a. Ongoing assessment of fall prevention precautions			X
7. Order supplies	X		
8. Complete linen change			X
9. Post mortem care		X	
<b>Patient Flow and Communication</b>			
1. Collaboration with physician on patient needs			X
2. Collaborate with unlicensed assistive personnel			X
3. Provide patient education	X		
4. Provide/receive admission report	X		

Clinical Skill (continued)	May NOT be performed	May be performed under Direct RN supervision	May be performed under Indirect RN supervision
5. Provide hand off and change of shift report		X	
6. Transport: Complete ticket to ride	X		
7. Report to requesting facility	X		
8. Discharges	X		
<b>Laboratory Specimens</b>			
1. Collect, complete, label, and deliver laboratory specimens		X	
<b>Restraints</b>			
1. Initiate, discontinue, remove soft restraints	X		
2. Initiate, discontinue, remove twice as tough restraints	X		
3. Document in restraint flow sheet	X		
<b>Participation in Rapid Response/Code Blue</b>			
1. Initiate Rapid Response/Code Blue			X
2. Obtain crash cart			X
3. Prepare patient for chest compressions (lower head of bed)			X
4. Perform chest compressions			X

**TABLE OF REVISIONS**

Date	Description of Change(s)
10/13/2015	Revised scope of practice topics. Updated safety first reporting.
8/23/2017	Updated logo (new branding)
8/23/2017	Change from North Memorial Medical Center to North Memorial Health Hospital (NMHH) Change from NMMC to North Memorial Health Hospital or North Memorial Health, whichever is appropriate. Change word "preceptor" to team member Change Occupational Health to Team Member Health Center #18 – Re-write
11/2020	Reformatted, placed definitions at the top. Added patient education and discharges out of scope for student nurse.