

*\_\_(Department)\_\_\_\_\_*Team,

**Please welcome students and faculty to the unit!**

We all play a critical role in providing a culture that offers an exceptional opportunity for learning and recruitment of future nurses at Gundersen Health System. *\_\_ (School of Nursing)* \_\_ students will soon be arriving on the unit for clinical experiences. You may see them around the unit for a tour on *\_ (clinical orientation day) \_\_\_* during their Orientation Day. Students will start on the floor with an assigned student preceptor on *\_\_\_ (start date) \_\_* with clinical completion on ­­­­­­­­*\_\_ (end date) \_\_\_.* *\_\_\_ (number of students) \_\_\_\_*will be on the unit on *\_\_\_ (days/shifts of the week) \_\_\_\_.* Each student will be assigned *\_\_\_\_ (number of shifts) \_\_\_\_\_*over the clinical course. Primary instructor(s) for this clinical group is/are *\_\_\_\_\_(names)\_\_\_\_\_\_.*

The students coming are *\_\_\_\_ (e.g., sophomore, junior, senior, DEU\_\_\_\_\_)* and can perform all the same skills and tasks as our bedside RNs *(if needed utilize except* \_\_\_\_\_\_\_\_\_\_\_\_\_). Charge RNs will be assigning each student a student preceptor. When there are not enough preceptors for each student, the charge nurse will assign students to the designated alternative area,*\_\_\_\_\_ (designated alternative area)* \_\_\_. It is important to familiarize yourself with the student resources, which will be in the Preceptor binder at the *\_\_\_ (e.g., CN desk/nursing station*) \_\_\_\_This includes the Student Supervision Standards, Undergraduate Nursing Alternative Clinical Experience Plan, faculty contact information, student course objectives/outcomes, and faculty/student expectations.

If you have any questions or concerns, reach out to a leadership team member.

Thank you for growing our future workforce,

­­­­\_\_\_\_ *(Leadership team member names) \_\_\_\_\_\_\_*