



FACILITY SPECIFIC STUDENT ORIENTATION

*****RETURN COMPLETED FORM TO EDUCATION & CONSULTING DEPT AT THE CONCLUSION OF THE STUDENTS' ORIENTATION DAY*****

Consortium #: _____ Facility: SDMC Zion Ambulatory Clinic (specify dept/location): _____

School: _____ Course Title: _____ Student Level: _____

Orientation Date: _____ Rotation Dates: _____

Instructor Name: _____ Instructor Cell Phone: _____

Instructor Email: _____ Instructor RN License #: _____ Exp. Date: _____

I attest that the students assigned to my clinical group have reviewed the information below and have completed all forms, self-learning modules, and online trainings, as evidenced by my initials in the left column below.

Instructor Signature: _____ Date: _____

Consortium Website: <http://www.sdnsec.org/KaiserPermanente/KaiserPermanenteRN.asp>

KP Learn Website: <http://learn.kp.org/>

Topic Covered (Instructor Initials)	Content	Where to find:
	Kaiser Permanente - Mission, Vision, Values and Philosophy	Available on consortium website
	Professional Practice Model - Review the components of the professional practice model for application in the clinical area	Available on consortium website
	Nurse Knowledge Exchange (NKE) Plus - Review components of nurse-to-nurse in-room shift change for application in the inpatient setting. All students report off to their assigned staff nurse and their clinical instructor before leaving the unit for any reason	Available on consortium website
	Annual Safety and Environment of Care Training - Complete on KP Learn and submit Certificate of Completion with this document	Available on KP Learn website
	Confidentiality Form - Read and sign the confidentiality form, and submit the completed form with this document	Available on consortium website
	Corporate Compliance - Complete on KP Learn, then print, sign, and submit document with this form	Available on KP Learn website
	Prevention of Workplace Violence - Complete on KP Learn and submit Certificate of Completion with this document	Available on KP Learn website

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Topic Covered (Instructor Initials)	Content	Where to find:
	<p>Review:</p> <ul style="list-style-type: none"> • Faculty/Student Requirements • Tubing misconnections • Bar Code Medication Administration (BCMA) – Inpatient • Medication Administration Record (MAR) – Ambulatory • Bloodborne Pathogens Guideline • Emergency Codes Poster • Regional Safety Guidelines • Student Dress Code • TeamSTEPPS Pocket Guide 	Available on consortium website
	<p>Equipment - review to include blood glucose meter, IV pumps, and other equipment specific to the unit of the clinical rotation. Students to use Clinical Instructor's NUID to access blood glucose meters</p>	Clinical Instructor to orient students
	<p>Unit Tour - to include the area specific for the rotation and to specifically include:</p> <ul style="list-style-type: none"> • Environment of Care Flipchart • All safety information pertinent to the clinical area • The communication system on the unit • CODE equipment and its location • Chain of Command • Patient population served • All pertinent procedures associated with medication administration • Location and use of all safe patient handling equipment, personal protective equipment (PPE) and supplies • Patient Rights and Responsibilities 	Clinical Instructor to orient students
	<p>Parking:</p> <ul style="list-style-type: none"> • SDMC: Restricted to the 6th and 7th floors of the parking structure • Zion: Restricted to parking structure behind the hospital, along the outer perimeter of the top floor • No permit or tag is required 	FYI
	<p>Food can be stored in designated areas on the unit, and cafeteria employee prices are honored with the KP student name badge. Absolutely no food or drink at the nursing stations</p>	FYI
	<p>Valuables should be left home or secured in your vehicle as lockers are not available</p>	FYI