Guidelines for Shadow Experiences with Nursing

I. **Purpose:** To provide guidance to hospital staff regarding students who desire to observe nursing in the hospital setting.

II. **Procedure:**

A. **Contracts and Required Documentation**

1. Schools of Nursing who are contracted under the Children’s Mercy Hospital model student affiliation contract are required to keep HIPPA and Health History Information on file. Students with observation experiences arranged by these Schools of Nursing will not be expected to complete additional paperwork.

2. Students requesting an observation experience, not arranged by their school, or independent of a school affiliation, must be at least 18 years of age, graduated from high school enrolled in a nursing program or with a strong interest in nursing. Students will be required to complete the following documents:
   a. Students participating in patient care areas must have documentation of:
      1. Proof of two varicella vaccinations or proof of serological immunity as evidenced by a positive varicella IGG titer.
         a. If a student has contact with a patient who breaks out with varicella within forty-eight (48) hours of contact, the Infection Prevention and Control Department will notify Occupational Health and the school will be notified as soon as possible.
      2. Two MMR vaccinations or positive titers for rubella, rubeola and mumps.
      3. Tetanus-Diphtheria-Acellular Pertussis – after initial series, the booster given at 10 years should be Tdap. Irrespective of when the last TD vaccine was received, a student must have received a dose of Tdap.
      4. Hepatitis B vaccination series history and or hepatitis B surface antibody titer. Can be waived if documented.
      5. Two TB skin tests within 12 months of each other, and the last test no greater than 12 months prior to experience or TB titer (Interferon-Gamma-Release Assays) no greater than 12 months prior to experience.
      6. Proof of current season influenza vaccination during the flu season, according to current CDC guidelines.
      7. Students medically unstable to receive vaccine must have a declination included with other supporting documentation. Inability to be vaccinated may result in the student being located or assignment restricted at the discretion of the managing department or Occupational Health.
   b. Privacy is Important Form.

3. The Nursing School Clinical Manager or the Unit Education Coordinator should review the Agreement for Student Observation Form and The Privacy is Important Form before the observational experience.

4. Records will be held confidential and will not be released except as may be required by law, legal actions, or authorization by the student.
5. Records should be sent to the Nursing School Clinical Manager to be retained for a period of ten years.

B. Each student will provide written program goals and objectives for their student observation. In some cases, these may be determined by the institution sending the students.

C. Shadowing or observing students should not be permitted to provide direct patient care.

D. Each department accepting students must provide orientation for students entering the department. This information is provided in the Student Orientation Handout.
   1. Department orientation may include:
      a. Preceptor and assignment information
      b. Hospital property loaned to students including keys, lockers, uniform, etc.
      c. Attendance and schedule expectations

E. In the absence of an on-site clinical instructor to provide guidance, refer to the Visitor Injury and Illness Policy for student illness or injury.

F. The Unit Education Coordinator will add the observation student’s name to the Official Visitors List (Refer to Facility Access: Visitors Requesting Access to the Clinical Procedure Areas).

III. Related Policies:
   - Contract-Agreement Review
   - Visitor Injury and Illness Policy
   - Facility Access: Visitors Requesting Access to the Clinical Procedure Areas

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AS05 Guidelines for Shadow Experience with Nursing
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