

# **STUDENT ORIENTATION CHECKLIST GUIDE**

## **Undergraduate Cohort Placement**

1. Unit documentation
2. Pertinent unit equipment including but not limited to beds, scales, IV pumps, tube feeding pumps, vitals machine etc.
3. Unit medication administration process
4. Population served on the unit, including age specific policies/procedures and cultural sensitivity information.
5. Patient safety issues
6. Use of patient call systems
7. Roles of unit staff including Nurse, Nurse Assistants, and Case Manager, Ward Secretary
8. Isolation precautions relevant to the unit
9. PYXIS use, if applicable
10. Emergency equipment as they apply to the unit
11. Patient identifiers
12. Tour of site and review of exits/evacuation routes
14. Student Information Guide contents including information on:
  - Mission Statement, Core Values, Nursing Vision
  - Dining Facilities
  - Smoking Policy
  - Electrical Safety
  - Hazardous Materials
  - Medical Waste
  - Material Safety Data Sheets (MSDS)
  - Body Mechanics and Back Safety
  - Emergency Announcements
  - Fire & Safety
  - Infection Control
  - Personal Protective Equipment (PPE)
  - TB Exposure Control Plan
  - OSHA Bloodborne Pathogen Standard
  - Incident Reporting
  - Ethical Issues
  - Cultural Diversity
  - Abuse and Neglect
  - Conflict Resolution/Chain of Command
  - Patient Confidentiality
  - Patient Family Centered Care (PFCC)