Nursing Learning Resource Center
Student Guidelines
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TITLE: STUDENT GUIDELINES FOR NURSING LEARNING RESOURCE CENTER

Welcome to the Wright State University College of Nursing and Health Nursing Learning Resource Center. Please let us know how we can facilitate your lab experience. It is up to you, the student, to utilize the Nursing Learning Resource Center and take advantage of practice opportunities to help make the most of your nursing education. We are here to help you.

Goal

The goal of the Nursing Learning Resource Center (NLRC) is to provide Wright State University nursing students a realistic, safe environment to learn and practice essential nursing skills, as well as develop problem solving and critical thinking skills during simulation. These skills can then be utilized in the healthcare setting to provide the best nursing care possible in a safe and effective manner.

Philosophy

The NLRC mission is in accordance with the mission of Wright State University College of Nursing and Health. The mission acknowledges that each student will be provided excellence in innovative educational programs as the foundation for lifelong learning, as well as be empowered to reach their full potential. The NLRC will continue to serve students by providing a positive learning environment for all.

Introduction

The NLRC exists to maintain an environment in which each student’s educational and professional development is promoted. The following guidelines exist to sustain a safe, successful learning environment and provide uniformity throughout the teaching/learning process.

Dress Policy

Students will attend skill check-off, skill remediation, and simulation in uniform with University ID (see student handbook for hair, tattoo, nail polish and body piercing guidelines). For safety reasons, closed toe shoes must be worn at all times.

Lab Conduct/Behavior

It is expected students will treat the NLRC with respect and act in a professional manner when using the facilities. There will be no food allowed in the NLRC. Drinks in covered containers will be permitted at the tables only, never around the manikins. All manikins are to be treated as if they are live patients. Manikins are not to be moved from the beds unless it is a part of the skill assignment (ie. mechanical lift). The manikins are very expensive pieces of electronic equipment and need to be handled with care for longer life. Please get the assistance of an NLRC staff if you need a manikin moved. Do not use ink pens, markers, lubricant found in your kits, or betadine near manikins as this will permanently stain/damage their skin. Please only use lubricant provided by the NLRC staff. Students are not permitted to take photos with cell phones or other means of the manikins or lab experiences, including simulations. Only those students currently enrolled at Wright State University in the College of Nursing and Health are permitted in the NLRC at any time. If you notice something is broken, needs restocking or our attention, please notify NLRC staff immediately.

Professional Responsibility

Due to the busy schedule of the lab you are expected to show up as scheduled for any appointments. If you are more than 5 minutes late for an appointment, the lab staff has the discretion...
Various simulations occur throughout the undergraduate program. All students are expected to fully participate in the entire simulation, including debriefing, to get the most out of each experience. Please refer to the Undergraduate Student Handbook for more detailed information.

**Student Simulation Evaluations**

Each student will be asked to fill out an evaluation immediately upon the completion of each simulation. This feedback allows the NLRC staff and clinical faculty the ability to make positive changes in the future for the simulations through feedback.

**Confidentiality Agreement**

All simulation scenarios and practice sessions involving students and/or recordings are considered confidential. All students are required to sign a Simulation Confidentiality Agreement form at the beginning of 2100 through Certified Profile. These forms will be kept on file electronically until you graduate.

**Safety Guidelines**

*Infection Control:* Although everything pertaining to the patients and patient care is simulated in the NLRC, students should follow standard precautions and transmission specific precautions when appropriate. This includes proper hand washing, use of PPE, and appropriate disposal of equipment (i.e. sharps in sharps boxes).

*Latex Warning:* It is possible some lab equipment and supplies contain latex. Please notify the NLRC staff if you have a latex allergy. All gloves, both clean and sterile, in the NLRC are latex free.

*Use of needles in the lab:* Per the Ohio Board of Pharmacy, nursing students at Wright State University are not allowed to stick each other with any type of needle (i.e. Lancet, Sub Q, Angiocath, etc.). Please see Appendix C for official form. However, in the event of a needle stick or other injury, please notify the NLRC staff immediately and obtain first aid as necessary. The First Aid Kit can be found at the back of the NLRC in the cupboard labeled “First Aid Kit”. Forms must be filled out and sent to the appropriate department at WSU. The importance of not recapping needles is emphasized during lab.

*Visitors:* For safety reasons, no children are permitted in the NLRC at any time.

*Security and Emergencies:* In case of an emergency please call Campus Security at extension #2111 (or 775-2111). For life threatening emergencies call 911. There are Safety Data sheets and an Emergency Action Plan located in binders on the counter at the back of the NLRC. Students are not allowed to bring children or guests to the NLRC.

**Disability Statement**

The Americans with Disabilities Act requires that reasonable accommodations be provided for students with physical, sensory, cognitive, systemic, learning and psychiatric disabilities. Please contact the Director of The Nursing Learning Resource Center, Molly Mellon (molly.mellon@wright.edu) at the beginning of the semester to discuss any necessary accommodations.

**APPROVED BY AND DATE:** Developed by M. Mellon 6/14; Revised M. Mellon 5/15

**FOLDER:** STUDENT

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Wright State University-Miami Valley College of Nursing and Health

Request for Nursing Learning Resource Center Skill Remediation for NUR 2400

Current Date: ___________________________ Course Number: NUR 2400

Student Name: ___________________________ Clinical Faculty Name: ___________________________

Skill student needs to review (Please be specific): First Attempt Second Attempt (Please circle one)

 Deadline for Skill Remediation is one week after event: ___________________________.

NOTE: Failure to attend scheduled remediation appointment may result in failure of course for lack of professionalism.

1. A remediation practice appointment must be scheduled to occur during Open Lab hours. Please contact Molly Mellon, Director of the NLRC, to make the appointment.
2. Remediation will occur at the next scheduled lab day with clinical faculty. The student cannot have one on one practice time with NLRC staff immediately prior to remediation.
3. The student must review the unit module, complete the corresponding module post-test (minimum score 90%), print the post test results and bring to next NUR 2400 clinical day. The student must also review the online video(s) pertaining to the skill(s) not successfully passed and be prepared for the remediation.
4. The student is responsible for presenting to the lab for practice during Open Lab hours and may NOT miss any classes to attend Open Lab. Current Open Lab hours are posted on the door of the lab and on the CONH website.
5. The student must present this remediation request form to the Nursing Learning Resource Center staff at the time of review. The student must bring the NUR 2400 text book and any other necessary review materials, and sign the book at the front of the lab when entering.
6. Student must be in uniform with University I.D. per policy (see policy for hair/tattoo/nail polish/body piercing guidelines) for the scheduled appointment. If the student is not in uniform with University I.D. the appointment must be re-scheduled.
7. If student is more than 5 minutes late for the scheduled appointment, the lab staff has the discretion to decide whether or not the appointment must be re-scheduled for at least one hour later.

Nursing Learning Resource Center Skill Review Record

☐ Attended Appointment

NLRC Staff Signature: ___________________________ Student Signature: ___________________________

When the review is completed, the lab faculty will make a copy of this form. The original form is to be handed back to the student and the copy will be given to the Director of Nursing Learning Resource Center. The student is responsible for returning this form to the NUR 2400 clinical instructor who initiated the request.

NUR 2400 Faculty Signature: ___________________________ Student Signature: ___________________________

Skill Remediation Date: ___________________________ Pass ☐ Fail ☐

Comments: ____________________________________________________________

__________________________________________________________

Director of NLRC: Molly Mellon; molly.mellon@wright.edu (x3697) Revised: M. Mellon 5/2015

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Wright State University-Miami Valley College of Nursing and Health
Request for Nursing Learning Resource Center Skill Remediation for NUR 2400

Current Date: ___________________________  Course Number:  NUR 2400

Student Name: ___________________________  Clinical Faculty Name: ___________________________

Skill student needs to review (Please be specific):  Third Attempt

Deadline for Skill Remediation is one week after event: ___________________________. You must make an appointment thru the NLRC Director for a remediation date to occur at your next scheduled lab. This is your last attempt. By signing this form, you state your understanding that this is a warning that you are in danger of failing this course. If you fail to complete this competency successfully by ___________________________, it will result in course failure.

NOTE: Failure to attend scheduled remediation appointment may result in failure for lack of professionalism.

1. A remediation practice appointment must be scheduled to occur during Open Lab hours. Please contact Molly Mellon, Director of the NLRC, to make the appointment.
2. Remediation will occur at the next scheduled lab day with clinical faculty. The student cannot have one on one practice time with NLRC staff immediately prior to remediation.
3. The student must review the unit module, complete the corresponding module post-test (minimum score 90%), print the post test results and bring to next NUR 2400 clinical day. The student must also review the online video(s) pertaining to the skill(s) not successfully passed and be prepared for the remediation.
4. The student is responsible for presenting to the lab for practice during Open Lab hours and may NOT miss any classes to attend Open Lab. Current Open Lab hours are posted on the door of the lab and on the CONH website.
5. The student must present this remediation request form to the Nursing Learning Resource Center staff at the time of review. The student must bring the NUR 2400 text book and any other necessary review materials, and sign the book at the front of the lab when entering.
6. Student must be in uniform with University I.D. per policy (see policy for hair/tattoo/nail polish/ body piercing guidelines) for the scheduled appointment. If the student is not in uniform with University I.D. the appointment must be re-scheduled.
7. If student is more than 5 minutes late for the scheduled appointment, the lab staff has the discretion to decide whether or not the appointment must be re-scheduled for at least one hour later.

Nursing Learning Resource Center Skill Review Record

☐  Attended Appointment

NLRC Staff Signature: ___________________________  Student Signature: ___________________________

When the review is completed, the lab faculty will make a copy of this form. The original form is to be handed back to the student and the copy will be given to the Director of Nursing Learning Resource Center. The student is responsible for returning this form to the NUR 2400 clinical instructor who initiated the request.

NUR 2400 Faculty Signature: ___________________________  Student Signature: ___________________________

Skill Remediation Date: ___________________________  Pass ☐  Fail ☐

Comments: ____________________________________________________________

Director of NLRC: Molly Mellon; molly.mellon@wright.edu (x3697)  Revised: M. Mellon 5/2015

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Wright State University-Miami Valley College of Nursing and Health
Request for Nursing Learning Resource Center Skill Remediation for NUR 2400

Current Date: ____________________________  Course Number: NUR 2400

Student Name: ____________________________  Clinical Faculty Name: ____________________________

Skill student needs to review (Please be specific): Skills Rodeo

Deadline for Skill Remediation is one week after event: _____________________________. You must make an appointment thru the NLRC Director for a remediation date to occur at your next scheduled lab. The remediation must be completed and passed by ____________ or you will fail the course.

NOTE: Failure to attend scheduled remediation appointment may result in failure of course for lack of professionalism.

1. A remediation practice appointment must be scheduled to occur during Open Lab hours. Please contact Molly Mellon, Director of the NLRC, to make the appointment.
2. Remediation will occur at the next scheduled lab day with clinical faculty. The student cannot have one on one practice time with NLRC staff immediately prior to remediation.
3. The student must review the unit module, complete the corresponding module post-test (minimum score 90%), print the post test results and bring to next NUR 2400 clinical day. The student must also review the online video(s) pertaining to the skill(s) not successfully passed and be prepared for the remediation.
4. The student is responsible for presenting to the lab for practice during Open Lab hours and may NOT miss any classes to attend Open Lab. Current Open Lab hours are posted on the door of the lab and on the CONH website.
5. The student must present this remediation request form to the Nursing Learning Resource Center staff at the time of review. The student must bring the NUR 2400 text book and any other necessary review materials, and sign the book at the front of the lab when entering.
6. Student must be in uniform with University I.D. per policy (see policy for hair/tattoo/nail polish/ body piercing guidelines) for the scheduled appointment. If the student is not in uniform with University I.D. the appointment must be re-scheduled.
7. If student is more than 5 minutes late for the scheduled appointment, the lab staff has the discretion to decide whether or not the appointment must be re-scheduled for at least one hour later.

Nursing Learning Resource Center Skill Review Record

☐ Attended Appointment

NLRC Staff Signature: ____________________________  Student Signature: ____________________________

When the review is completed, the lab faculty will make a copy of this form. The original form is to be handed back to the student and the copy will be given to the Director of Nursing Learning Resource Center. The student is responsible for returning this form to the NUR 2400 clinical instructor who initiated the request.

NUR 2400 Faculty Signature: ____________________________  Student Signature: ____________________________

Skill Remediation Date: ____________________________  Pass ☐  Fail ☐

Comments: ____________________________________________

____________________________
Director of NLRC: Molly Mellon; molly.mellon@wright.edu (x3697)  Revised: M. Mellon 5/2015

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APPENDIX B
Request for Nursing Learning Resource Center Skill Remediation

Current Date: ____________________  Course Number: ____________________

Student Name: ____________________  Clinical Faculty Name: ________________

Area of Concern (Please be specific):

________________________________________________________________________

Deadline for Skill Remediation is one week after event ____________________. Students may not return to clinical until the competency has been passed successfully as indicated by signature of NLRC staff below.

1. A remediation appointment must be scheduled to occur during Open Lab hours. Please contact Molly Mellon, Director of the NLRC, to make the appointment.

2. Remediation cannot occur less than 24 hours after event. The student cannot have one on one practice time with NLRC staff immediately prior to remediation. To prepare for the remediation, the student is responsible for presenting to the lab for practice during Open Lab hours and may not miss any classes to attend Open Lab.

3. The student is responsible for presenting to the lab during Open Lab hours and may NOT miss any classes to attend Open Lab. Current Open Lab hours are posted on the door of the lab and on the CoNH website.

4. The student must sign in the book at the front of the lab and present this request to the Nursing Learning Resource Center staff at the time of review. The student must bring a skills book and any other necessary information to the review as well as be prepared for the remediation. If student is not prepared they will have to return to the NLRC for another remediation appointment.

5. The student must be in uniform with University I.D. per policy (see policy for hair/tattoo/nail polish/ body piercing guidelines) for the scheduled appointment. If the student is not in uniform with University I.D. the appointment must be re-scheduled.

6. If student is more than 5 minutes late for the scheduled appointment, the lab staff has the discretion to decide whether or not the appointment needs to be rescheduled for at least one hour later.

7. If these instructions are not followed, the student may be asked to return at a later date.

Nursing Learning Resource Center Skill Remediation Record

Date of Skill Review: ____________________

Summary of Review:

________________________________________________________________________

________________________________________________________________________

NLRC Staff Signature: ____________________  Student Signature: ____________________

When the review is completed, a copy will be made for the NLRC. The original form is to be handed back to the student and the copy will be given to the Director of Nursing Learning Resource Center. The student is responsible for giving this form back to the clinical / lab instructor who initiated the request.

Director of NLRC: Molly Mellon; molly.mellon@wright.edu (x3697)

Revised: M Mellon 5/2015
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APPENDIX C
Ohio State Board of Pharmacy,

The nursing students at Wright State University do not inject themselves or each other for shots or intravenous lines.

I am the Director of the Nursing Learning Resource Center as of July 1, 2014.

Kind regards,

Signature of Responsible Person

Signed and sworn before me this 22nd day of December, 2014.

My commission expires 8/3/2016

Signature of Notary Public

Teresa M. Bedwell