

## ADMINISTRATIVE POLICY & PROCEDURE MANUAL

Subject: Privileges of Student Nurses and Nursing Assistants/Assignments

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Department: Nursing

Authorized Signature: \_\_\_\_\_

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### POLICY STATEMENT

1. Student nurses practice within the Scope of Care and Standards of Practice established by Florida Hospital DeLand according to Clinical Affiliation Agreements established between FHD and the educational institution.
2. Students meet employment criteria for FHD in relation to background checks and health screening requirements as established by Human Resources. It is the responsibility of the educational institution to notify FHD of students with positive background checks.

### PATIENT OUTCOME

The patient can expect that all care provided by students is well supervised and meets the standards set by Florida Hospital DeLand.

### PROTOCOL/PROCEDURE

1. The Student Nurse utilizes the nursing process in giving patient care, according to the policies, procedures and standards of care established for Florida Hospital DeLand.
2. The Student Nurse delivers patient care under the direct or indirect supervision of the Student Nurse Instructor or Florida Hospital DeLand RN staff member.
  - a. **DIRECT SUPERVISION: The responsible person (RN or Student Nurse Instructor) is physically present in the room to supervise the activity of the Student Nurse.**
  - b. **INDIRECT SUPERVISION: The responsible person (RN or Student Nurse Instructor) is not physically present in the room, but is available/present within the unit of practice. It is understood by Florida Hospital DeLand that each student will be observed by the Student Nurse Instructor for competency prior to an activity being performed with indirect supervision.**
3. Florida Hospital DeLand retains the ultimate responsibility for the care of patients assigned to nursing students and will assign a member of the nursing staff to oversee each patient's care.

4. Non-professional students (Nursing Assistant Program) follow the appropriate hospital policies and procedures applicable to their area of practice.

## **SPECIFICS**

### **A. Clinical Affiliation Privileges of the Student Nurse Requiring DIRECT SUPERVISION BY A FLORIDA HOSPITAL DELAND RN STAFF MEMBER**

1. Perform an Admission Assessment/history.  
Utilize the nursing process in giving care according to established standards. Based on the assessment and history performed by a Florida Hospital DeLand RN staff member, the Student Nurse may:
  - a. Assess the patient's needs and develop a nursing diagnosis.
  - b. Develop a care plan and implement according to priority needs.
  - c. Evaluate and document according to standards of care.
  - d. Teach patients and families appropriate self-care and health maintenance measures.
2. Communicate the needs of the patient with the physician.
3. Participate in the referral process to health/social agencies.
4. Initiate the discharge planning process.
5. Find and use community resources specific to the patient's needs.
6. Nursing care of patients in critical care must be given under the direct supervision of the primary RN staff member.

### **B. Clinical Affiliation Privileges of the Student Nurse Requiring DIRECT SUPERVISION BY THE STUDENT NURSE INSTRUCTOR OR A FLORIDA HOSPITAL DELAND LICENSED STAFF MEMBER**

1. Utilize therapeutic principles of elimination.
  - a. Insert, determine patency, irrigate and remove
    1. Rectal tubes
    2. Foley catheters
    3. N/G tubes
  - b. Perform continuous and intermittent bladder irrigations.
  - c. Perform removal of fecal impaction, after demonstrating knowledge of indications of impaction and principles of removal.
  - d. Perform ostomy care.
2. Utilize therapeutic principles of nutrition.
  - a. Administer enteral feedings
  - b. Monitor nutritional infusion pumps
  - c. Monitor total parenteral alimentation
3. Perform therapeutic respiratory procedures.
  - a. Perform nasopharyngeal suctioning
  - b. Perform tracheostomy care including suctioning
  - c. Introduce oropharyngeal airway
  - d. Perform care of chest tubes
4. Perform blood glucose monitoring with a qualified Student Nurse Instructor.
  - a. A qualified Instructor has completed initial BGM Training and maintains annual competency per policy. The Instructor's ID is used when performing the patient test.

5. RN students may initiate, maintain and discontinue intravenous therapy and medications. All IV's, IV medications, blood and blood products must be checked and/or co-signed by a Florida Hospital DeLand RN or Student Nurse Instructor.
    - a. Perform venipuncture for intravenous infusion under the direct supervision of a Florida Hospital DeLand RN or Student Nurse Instructor.
    - b. Select and initiate proper fluid at specified rate
    - c. Add secondary lines
    - d. Flush intermittent locks
    - e. Maintain tubing patency
    - f. Change IV tubing
    - g. Change IV dressings
    - h. Maintain infusion pumps/controllers
    - i. Administer IV push medications
    - j. Check blood products for proper identity
    - k. Report and record transfusion and infusion reactions
    - l. Maintain and dress subclavian and other central IV line sites
    - m. Discontinue and dress venipuncture site
- C. Clinical Affiliation Privileges of the Student Nurse Requiring INDIRECT SUPERVISION BY THE STUDENT NURSE INSTRUCTOR AFTER COMPETENCE DEMONSTRATED
1. Prepare and administer medication as prescribed by the physician with the exception of chemotherapeutic or **research/experimental** agents:
    - a. Oral
    - b. Topical
    - c. Subcutaneous
    - d. Intramuscular
    - e. Intra dermal
    - f. Inhalant
    - g. Rectal
    - h. Ear, eye and nose drops
  2. AM & PM care, back rubs, etc.
  3. Bed making
  4. Vital signs
  5. Weight and body measurements
  6. Fluid balance (intake & output)
  7. Skin preps
  8. Wound care
  9. Gowning & gloving
  10. Recognition of changes in patient's condition and intervention with basic safety measures (e.g., orientation, restraints, siderails)
  11. Post mortem care
  12. Mobility
    - a. Ambulate patient with and without assist devices
    - b. Passive and active range of motion
    - c. Transfer to and from bed to stretcher, wheelchair, chair
    - d. Transfer from one unit to another
  13. Maintain immobilization and support
    - a. Casts
    - b. Traction
    - c. Splints

- d. Special bed frames
  - e. Slings
  - f. Binders
  - g. Anti-embolism stockings
  14. Observe general nutritional status and utilize principles of diet therapy in administering patient care - direct and assist with oral feeding.
  15. Assist patients with equipment for elimination
    - a. Fracture pan
    - b. Bed pan
    - c. Urinal
    - d. Bedside commode
    - e. Ostomy appliances
  16. Maintain basic oxygen therapy
  17. Maintain a patent airway
    - a. Supervise coughing and deep breathing exercises
    - b. Position for postural drainage, percussion and vibration
  18. Administer specific therapeutics
    - a. Heat lamp
    - b. Ice cap/collar
    - c. Hot water bottle
    - d. Sterile compresses
    - e. Cradle
    - f. Electric hot water pack
    - g. Moist heat and cold
  19. Administer therapeutic baths
    - a. Sitz
    - b. Medicated
  20. Collect, label and deliver specimens
  21. Administer non-medicated enemas
  22. Perform blood glucose monitoring
    - a. A qualified instructor has completed initial BGM training and maintains annual competency per policy. The instructor's ID is used when performing the patient test
    - b. The instructor verifies student competency and submits form to Education Department before allowing any student to perform testing with indirect supervision.
- D. Electronic Medical Record
1. The Student Nurse will not put orders into the computer.
  2. The Student Nurse may utilize the Electronic Medical Record under the indirect supervision of the Clinical Instructor. No printing/copying of any part of the EMR is allowed by a student.
- E. Participation in Code Blue
1. The Student Nurse may observe when it does not interfere with the resuscitation efforts or the dignity of the patient.
  2. The Student Nurse may do chest compressions.
- F. Unit Specific Performance Criteria
1. Critical Care Units (ICU, Emergency Department)

- a. A total care assignment for critical care patients **is NOT** given to a Student Nurse.
  - b. A student works on a "Buddy System" with a staff RN. All care is given under the direct supervision of an FHD RN staff member. The student may assist with assessment, AM care, meals, dressing changes, repositioning, and transferring patients under the direct supervision of an ICU RN.
2. Birth Care Center
- a. This is primarily an "observation experience."
  - b. The student may assist with patient care under the direct supervision of a Birth Care Center RN or the Student Nurse Instructor.
- G. Documentation in the Patient's Medical Record by the Student Nurse
1. All "pending" student documentation in the EMR is verified by the nursing instructor or an FHD RN staff member.
    - a. The Clinical Instructor must verify/validate all medication, assessment and task list documentation made by the student in the EMR. Verification/Validation at FHD refers to the Clinical Instructor validating that the documentation has been entered correctly in the EMR and does not imply that all care and procedures were performed under direct observation by the Clinical Instructor.
  2. Documentation on patients on Medical/Surgical units:
    - a. Observations and care given may be documented in the Electronic Medical Record (EMR). Assessments are verified by the Student Nurse Instructor.
    - b. Documentation of administration of non intravenous medications, are entered on the Medication Administration Record under the direct or indirect supervision of the nursing instructor and verified by the instructor. Intravenous medications, IVs and TPN are documented and verified under the direct supervision of the nursing instructor.
  3. Documentation on patient in ICU:
    - a. Observations and care given to the patient by the Student Nurse may be documented on the EMR. All documentation is reviewed by the Student Nurse Instructor or a Florida Hospital DeLand RN staff member prior to being signed/recorded on the medical record. Assessments are verified by the nursing instructor.
    - b. Documentation of administration of medications, IV's, IV medications, blood and blood components, T.P.N. etc. are entered on the Medication Administration Record under the direct supervision of the nursing instructor.
  4. Documentation on the patient in Birth Care Center:
    - a. All documentation is the responsibility of the staff nurse. Students will not document on the EMR in the BCC.

**GUIDELINES (FORMS):** N/A

Refernces: The Joint Commission Standards 2008 HR 2.10