

SIMULATION LABORATORY 2022

GENERAL POLICIES

- In order to preserve a safe clean environment and ensure the integrity of simulation and skills lab equipment, there is absolutely no food or beverages allowed in the Simulation/Skills Labs.
- The main doors to rooms 221, 224, and from 221 to 219, 217, 28, and 30 must always remain closed. The doors cannot be propped open due to fire code adherence, and security of equipment.
- Nursing uniforms or proper attire are required for all activities in the Simulation Lab.
- All users of the Simulation/Skills Labs are expected to display courteous and professional conduct.
- The Simulation/Skills Labs attempt to maintain a latex free environment; however, it is imperative that anyone with a latex allergy notify the Lab Staff or the Faculty/Instructor conducting the simulation/ skills activity prior to entering the lab environments.
- No cell phones, pagers or other electronic devices are to be used in the Simulation Lab. These items must be switched off or silent.
- No markers, pens, or betadine are permitted near the simulation/skill trainer mannequins.
- Campus Daily Screeners are required to be completed by students and faculty prior to entering the Cohn Building and lab environments.
- Masks (Surgical, KN95, N95) are required to be worn in ALL sim and skill lab environments. Masks are available in sim lab if needed.

SCHEDULING REQUESTS

- All simulation activities MUST be scheduled through simulation staff. Internal requests can be scheduled through the Simulation Nurse as the primary contact. External requests please email the Associate Director at eb9080@wayne.edu.
- Course coordinators requesting new scenarios must contact the simulation nurse a minimum of 4 weeks prior to the beginning of a semester. After collaboration, and a written outline of the desired scenario is completed the lab staff will have one week to evaluate the resources required to implement the scenario and issue a rough timeline of completion.
- Scenario complexity can vary greatly, and every effort will be made to meet desired scenario implementation, simulation staff will inform you if they cannot accommodate before a semester begins.

- The simulation calendar is available with read-only access for reviewing the schedule, contact Associate Director at eb9080@wyane.edu to request access.
- Simulation schedule changes **MUST** be made a minimum of two weeks in advance of the scheduled session. The simulation lab staff will check lab availability and send an email informing requestor if we are or are not able to amend the schedule. Scheduling is on a first-come first-serve basis and scheduling conflicts will be reviewed by the Simulation Lab Nurse.
- Course coordinators canceling a simulation but must provide the sim lab staff with at least one-week notice. Cancellations are to be completed through contacting lab staff at nursingsimlab@wayne.edu
- Faculty requesting use of simulation space and supply needs, must inform the sim lab staff at the time of scheduling the simulation lab.

EQUIPMENT REQUESTS

- No equipment or supplies may be removed from the Simulation without staff approval and a signed consent of responsibility and return.
- Any supplies needed must be requested through lab staff.
- Any damage to the equipment or supplies should be reported immediately to the Lab staff.
- Mannequins should be covered after use and left in the bed or designated space.

FACULTY USE

- Course Coordinators in Nursing 2010 and NUR 7030 must ensure that the Wayne State, College of Nursing Confidentiality Form for video/audio tape is available on Canvas for student access.
- Students are to read and sign the Nursing Confidentiality Form prior to attending their first simulation experience.
- It is encouraged that ALL courses require students to view the Simulation Lab Tutorial on Canvas at the beginning of each semester.
- All faculty/instructors must be trained in debriefing before conducting a scenario.
- Contact the Simulation Labs Associate Director or Simulation Nurse to schedule training sessions.
- Faculty/Instructors training will include a “dry run” simulation a minimum of one week prior to their scheduled Simulation Lab time.
- Faculty/Instructors are responsible for reviewing the Simulation Lab policies with their students prior to the scheduled simulation. In collaboration with sim lab staff faculty/instructors are responsible for safety and security of all classrooms and spaces designated for simulation use

- Faculty members must be present and observing the student simulation if scheduled with their students. If faculty are not able to attend as scheduled it is their responsibility to find coverage and notify Associate Dean of faculty affairs and Associate Director of Sim Lab of the change; Sim staff will NOT cover faculty absence , exceptions in emergency situation only. Exceptions to this policy are decided by Simulation Lab Associate Director in conjunction with the course coordinator.
- All faculty members present during a simulation with their student group will complete an evaluation form specific to faculty observation.
- Faculty/Instructors can be given access to view the recordings of the simulations. Please call the simulation Lab staff for access.
- Student remediation, additional learning experiences and clinical makeup sessions are permitted with the Simulation Lab Associate Directors consent and dependent on the availability of the Simulation Lab space and staff.

STUDENT USE

- No students are permitted in the Simulation Lab without Lab staff or Faculty/Instructor present.
- All students must bring their One Card to the simulation lab.
- Students are not permitted to touch any equipment in the Simulation Lab except for equipment with which they are directly working.
- Students will be held responsible for damage to the equipment as a result of not following Simulation Lab policies and procedures.
- Misuse of any equipment by any student will result in dismissal of that student from the Simulation Lab.
- Students are not permitted in the computer control room unsupervised by faculty or staff.
- Students requesting additional learning experiences will contact the Simulation Lab Associate Director at eb9080@wayne.edu to schedule. Additional sessions are dependent on the availability of the Simulation Lab space and staff.
- Students will maintain confidentiality regarding the performance of other students in the sim lab.

SHARPS DISPOSAL

- Students and Faculty/Instructors are responsible for placing sharp objects and equipment (i.e. needles, syringes, lancets, auto injectors, etc.) into the red biohazard bins and wall-mounted containers in the simulation and skills labs.
- Sim Lab staff are responsible for ensuring adequate disposal space in the red biohazard bins and wall-mounted containers.

