



WCCCD

SURGICAL TECHNOLOGY PROGRAM

**STUDENT CLINICAL ORIENTATION
BOOK**



INTRODUCTION

The Surgical Technology Program: Student Clinical

Orientation Handbook contains two sections about the WCCCD, Surgical Technology Program clinical education component. They are:

- SECTION 1** Listing of the Surgical Technology Program's Clinical Settings with Background Information and the ST Program Authorization Form

- SECTION 2** Posting of the WCCCD – Surgical Technology Program Student Policies and Behavioral Procedures for Students Assigned to the Clinical Setting and the ST Program Student Compliance Form

SECTION I

WCCCD – Surgical Technology Program Clinical Sites and Background Information

* SFA Program Authorization Form

Source: St. John Health System. <http://www.stjohnhealthsystem.org>

SFA PROGRAM AUTHORIZATION FORM

Each student in Surgical First Assistant Certificate Program must complete this form.

Clinical Training Location	Assigned Setting
Henry Ford Hospital & Medical Center – Detroit, Michigan	1
Henry Ford Wyandotte Hospital – Wyandotte, Michigan	1
Oakwood Hospital & Medical Center – Dearborn, Michigan	4
Oakwood Southshore Hospital – Trenton, Michigan	2
Oakwood Heritage Hospital – Taylor, Michigan	1
Henry Ford Fairlane Medical Center – Dearborn, Michigan	2
Oakland Regional Hospital – Southfield, Michigan	2
St./ John Hospital & Medical Center – Detroit, Michigan	1
St. Mary Mercy Hospital, Livonia, Michigan	1
Detroit Medical Center (Receiving Hospital) – Detroit, Michigan	1
Detroit Medical Center (Sinai Grace Hospital & MC) – Detroit, Michigan	2
Garden City Hospital & Medical Center – Garden City, Michigan	2

* NAME OF PROGRAM – WCCCD – Surgical Technology Program

* NUMBER OF STUDENT INTERN(S) _____

* DATE OF INTERNSHIP – From _____ To _____

* NAME OF WCCCD – WESTERN CAMPUS FACULTY COORDINATOR _____

* NAME OF CLINICAL SETTING COORDINATOR _____

* NAME(S) OF CLINICAL PRECEPTOR _____

* WCCCD – WESTERN CAMPUS WILL PROVIDE THE FOLLOWING FACULTY _____

* EACH STUDENT WILL HAVE THE FOLLOWING ACADEMIC OR OTHER PRE-REQUISITE TRAINING OR CERTIFICATE PRIOR TO BEGINNING THEIR INTERNSHIP _____

* OTHER PROGRAM REQUIREMENTS _____



WCCCD – Western Campus acknowledges that it has obtained the student’s signature on the attached Student Notice. It will maintain the Student Notice and make it available to the clinical setting upon request.

CLINICAL SETTING REPRESENTATIVE

WCCCD –SURGICAL TECHNOLOGY PROGRAM
DIRECTOR

_____	_____
Name	Name
_____	_____
Initials	Initials
_____	_____
Date	Date

Henry Ford Hospital & Medical Center

**2799 W. Grand Blvd.
Detroit, MI 48202
313-916-2600**

Henry Ford Hospital is a 903-bed tertiary care hospital, education and research complex located in Detroit's New Center area. The hospital is a multi-organ transplantation center and Level 1 trauma center. Henry Ford Hospital is listed in "Best Hospitals in America" (Visible Ink Press). Its doctors are routinely named among America's best.

Henry Ford Wyandotte Hospital

**2333 Biddle Avenue
Wyandotte, MI 48192
734-246-6000**

Henry Ford Wyandotte Hospital is a 379-bed facility serving the western Wayne and Downriver communities in Michigan. It offers a full range of clinical services, including general medicine, surgery, obstetrics, pediatrics, cardiac care, physical medicine and rehabilitation, ambulatory surgery, inpatient and outpatient behavioral services, hospice care and 24-hour emergency care.

Oakwood Hospital & Medical Center System

Oakwood Hospital & Medical Center

18101 Oakwood Boulevard
PO Box 2500
Dearborn, MI 48124

313.593.7000
Fax: 313.436.2038

GUESTREL@oakwood.org

- Oakwood Hospital & Medical Center – Dearborn, Michigan
- Oakwood Annapolis Hospital – Wayne, Michigan
- Oakwood Heritage Hospital – Taylor, Michigan
- Oakwood Southshore hospital – Trenton, Michigan

Oakwood Hospital & Medical Center System's Mission

The mission of the Oakwood Hospital & Medical Center System is to provide excellent healthcare for our patients and the communities we serve.

2004 Oakwood Facts and Figure

- 4 acute care hospitals
- 1,307 licensed beds
- 43 primary care/specialty care sites
- Two rehabilitation & skilled nursing centers
- 500 square-mile service area
- 35 communities served
- 1.0 million people live in service area
- 1,250 physicians
- 9,700 employees
- 1,300 volunteers
- 3rd largest employer in Out-Wayne County
- 59,632 inpatient discharges
- 200,608 emergency room visits
- 183,714 hospital-based outpatient registrations
- 364,922 ambulatory site visits
- 6,531 babies delivered 846 open-heart surgeries
- Over 52,000 community health classes, screenings and immunizations provided
- \$1.9 billion annual gross revenues
- \$859 million total operating revenues
- "A2" bond rating from Moody's and an "A" bond rating from Standard & Poor's
- 332 senior and assisted living apartments
- 6,865 home care visits
- Adult Day Care program
- Accredited by Joint Commission on Accreditation of Healthcare Organizations (JCAHO)

Oakwood Surgical Services

- Digestive tract surgery
- Ear, nose, & throat surgery
- Eye surgery
- Foot surgery
- General vascular surgery
- Gynecology surgery
- Heart & lung surgery
- Hernia surgery
- Knee surgery
- Neurosurgery
- Orthopedic surgery
- Pediatric surgery
- Plastic surgery
- Urology surgery

Source: Oakwood Hospital & Medical Center. <http://www.oakwood.org>

Oakwood Hospital & Medical Center

18101 Oakwood Boulevard
PO Box 2500
Dearborn, MI 48124
313.593.7000
Fax: 313.436.2038



Service Overview

Oakwood Hospital & Medical Center (OHMC) has 620 beds, and is a full-service *teaching hospital* that has served southeast Michigan for more than 50 years. OHMC is the tertiary hub of the Oakwood Healthcare System, providing high-level clinical care in a setting designed around the individuality of each patient. OHMC offers state-of-the art *emergency medicine*, general medicine and *surgery*, outpatient surgery, diagnostic imaging, *labor and delivery*/neonatal intensive care, pediatrics, intensive care and coronary units. This center is also the hub for Oakwood’s centers of excellence in *Heart*, Vascular, Orthopedics/Neurology, *Women’s Health* and *Cancer*. OHMC has also been recognized as a "Top 100" cardiology hospital for the fourth time in five years. At Oakwood, quality comes first, and customers are the focus of everything we do. In keeping with our vision, Oakwood will continue to be recognized as “a *great place to work* and a great place to receive medical care,” by following the core values of:

- Excellence
- Adaptability
- Collaboration
- Accountability

Source: Oakwood Hospital & Medical Center. <http://www.oakwood.org>

Oakwood Heritage Hospital

10000 Telegraph Road
Taylor, MI 48180

313.295.5000
Fax: 313.295.5085



Service Overview

Oakwood Heritage Hospital has been serving Taylor and the surrounding communities for more than 25 years. The 233-bed hospital opened its doors in 1977, offering comprehensive healthcare with a personal touch. The professional healthcare specialists at Oakwood Heritage work together as a team, offering a full range of services combined with quality care, professionalism and exceptional customer service. Some of the services offered at Oakwood Heritage include, 24-hour emergency care; orthopedic surgery, including the latest in hip and knee replacement; rehabilitation medicine with physical and occupational therapy, speech/language pathology and audiology; sleep disorders center; pain management clinic; laboratory and radiology, including CT and MRI; behavioral health; and a specialized unit for elderly patients (NICHE).

Source: Oakwood Heritage Hospital. <http://www.oakwood.org>

Oakwood Southshore Medical Center

5450 Fort Street
Trenton, MI 48188

734.671.3800
Fax: 734.671.3891

SLADEWS@oakwood.org



Service Overview

Oakwood Southshore Medical Center, formally known as Seaway has been serving the downriver community for more than 40 years. The 195-bed, full-service community hospital opened its doors in 1961, offering comprehensive healthcare with a personal touch. The professional healthcare specialists at Oakwood Southshore work together as a team, offering a full range of services combined with quality care, professionalism and exceptional customer service. Some of the services offered at Oakwood Southshore include, 24-hour emergency care; cardiac care, including the latest diagnostic tests; women's health; surgical services, including minimally/non-invasive outpatient procedures; rehabilitation medicine with physical and occupational therapy, speech/language pathology and audiology; laboratory and radiology, including CT and MRI; and medical education.

Source: Oakwood Southshore Medical Center. <http://www.oakwood.org>



Oakland Regional Hospital [Get Directions](#)

22401 Foster Winter Dr.
Southfield, MI 48075
(248) 423-5100

St. John Hospital & Medical Center: Detroit

St. John Hospital and Medical Center is a 772-bed teaching hospital in Detroit, known for excellence in cardiology, oncology, neurosciences, minimally invasive and robotic surgery, women's services, pediatrics, and medical education. Our Emergency Center, a Level II Trauma Center, has both Chest Pain Center and Heart Failure Center accreditations. We offer excellence in cancer treatment at the Van Elslander Cancer Center. Our wide array of pediatric specialists work in our large inpatient pediatric unit, PICU, and Level III NICU or Level II Special Care Nursery. We were named a Blue Distinction Center in both cardiovascular and orthopedic care by Blue Cross Blue Shield of Michigan and Blue Care Network.

St. John Hospital

22101 Moross - [Map](#)
Detroit, MI 48236

313-343-4000

St. Mary Mercy Hospital, located at 36475 Five Mile Road at Levan in Livonia, Michigan, provides acute-care medical and health services to our community. St. Mary Mercy is a member of Saint Joseph Mercy Health System, including St. Joseph Mercy Ann Arbor, St. Joseph Mercy Livingston and St. Joseph Mercy Saline. Saint Joseph Mercy Health System is part of Trinity Health, based in Novi, Michigan.

Specialized medical services offered at the 304-bed hospital include medical/surgical, intensive/cardiac, oncology/radiation, birthing services, women's health, diagnostic services, physical medicine and rehabilitation, behavioral medicine, 24-hour emergency care, wound care, sleep center, child care, and community health education.

Through several major expansions in facility, programs and services, St. Mary Mercy Livonia Hospital continues to offer the latest in quality health and medical services since opening in 1959. The most recent expansions include the new South Pavilion, featuring all-private rooms and expanded surgical services, as well as the new Our Lady of Hope Cancer Center, Heart & Vascular Center, and Inpatient Rehabilitation Unit.

Providing the latest and highest quality technology with personal, compassionate service is the mission of St. Mary Mercy Hospital in Livonia, MI. The newest services include Open Bore Magnetic Resonance Imaging (MRI), 64-slice CT Scanning, Photon Emission Tomography (P.E.T.) and Primary Emergency Angioplasty (PPCI) services.

St. Mary Mercy Livonia Hospital has received numerous awards recognizing excellence in clinical outcomes, patient safety, financial performance and efficiency. These include the Governor's Award of Excellence for 2003-2007, Thomson Reuters 100 Top Hospital Award for 2006-2008, the HealthGrades 'America's 50 Best Hospitals Award' for 2011-2012, the HealthGrades Distinguished Award for Clinical Excellence for 2005-2012, and the HealthGrades Award for Patient Safety for 2005-2009.



St. Mary Mercy Hospital is building a new three-story 154,000 square-foot addition



The **Detroit Medical Center**, located in [Midtown Detroit, Michigan](#), has more than 2,000 licensed beds, 3,000 affiliated [physicians](#) and over 12,000 employees. The DMC is affiliated with the medical programs at Wayne State University and Michigan State University. Several Detroit Medical Center hospitals are staffed by physicians from the Michigan State University College of Osteopathic Medicine, which is ranked 17th in the nation in primary care, and the [Wayne State University School of Medicine](#), the largest single-campus medical school in the United States, and the nation's fourth largest medical school overall. Detroit Medical Center is fully accredited by the [Joint Commission on Accreditation of Healthcare Organizations](#).

Detroit Medical Center is as an award winning medical center and is the official healthcare services provider for the [Detroit Tigers](#), the [Detroit Red Wings](#), the [Detroit Pistons](#), the [Detroit Shock](#) and the [Detroit Grand Prix](#).

SECTION II
Clinical Policies

- * Clinical Rotation Assignment
- * Health Requirements
- * Clinical Incidents
- * Attendance and Grading Policies
- * Practical Skills (lab and clinical check-offs)
- * Dismissal from Clinical Assignment
- * Proper Clinical Attire
- * Clinical Uniform Policies
- * Clinical Forms

-
- * ST Program Student Compliance Form

CLINICAL POLICIES

Clinical Rotation Assignment

A student's clinical rotation assignment is made prior to the semester of the clinical course. The Program matches the needs of the clinical site with the student's clinical ability. The student will receive an assignment before the semester begins. No assignments are guaranteed.

Clinical Preceptorship

The purpose of the clinical preceptorship is to provide training in basic surgical skills of assisting, under the direct supervision of the qualified preceptor, to be accomplished within an appropriate time frame. The student shall demonstrate a safe level of practice and knowledge in each of the areas listed below. A statement of proficiency from the clinical preceptor is required upon completion of each rotation.

- A. Each student will maintain a log of clinical experience.
- B. Facilitate development of student's confidence and proficiency in the performance of Surgical Technologist's skills.
- C. Provide clinical experience that reflects the current Surgical Technologist's role in various operating rooms.
- D. To stress the highest standards of professional attitude and conduct.
- E. To promote self- satisfaction when performing outstanding.
- F. During the period of time (four weeks period: last two weeks prior to the course completion and next two weeks after successful course completion*) student must take an approved Program Assessment Exam [Certified Surgical Technology Exam (CST) provided by NBSTSA. CST Web base exam at the college campus will be scheduled by Surgical Technology Program' Administration and students will be notified two months prior to the exam's scheduled date. Fee for the CST Exam as well as AST membership fee are student's responsibilities and are not included in SUR 145 or SUR 155 courses' tuition.

Health Requirements

Every student must complete a physical exam by a licensed physician verifying immunizations for: measles; mumps; rubella; tetanus/diphtheria; and Hepatitis B.

- TB test (Mantoux) must be within one year prior to the time that a student's clinic experience ends.
- General health, including allergies and current medications

NOTE WELL

All health requirement paperwork must be submitted 30-days prior to the beginning of students' clinical rotations. Each student must attend a clinical orientation.

Communicable Disease Policy in the Clinical Setting

The Surgical Technology Program policy regarding the patient care in the clinical setting is that no student will be excused from administering care to an assigned patient. A student in the clinical setting, per the program policy, will not be excused from administering therapy and care to an assigned patient even if the patient has a communicable disease. The only exception is when a student risks exposure to disease presents creates risk to an unborn fetus. Proper observance of infection control policies and procedures will be enforced, thus minimizing the possibility of any student acquiring a communicable disease from a patient. Guidelines observed include: protective tight fitting mask; latex gloves; gowns; and protective eyewear.

A student who refuses to treat an assigned patient can be dismissed from the Program.

Clinical Incidents

- ⦿ If a student makes an error or a patient has possibly been injured, the clinical instructor should be notified immediately, and an incident report filled out.
- ⦿ If a student is injured on the job, the clinical instructor should be notified immediately, and an incident report filled out.
- ⦿ The program director and the clinical coordinator must be contacted within 24 hours if the student is involved in one of the following incidents:
 - A needle stick
 - Blood to blood exposure
 - Percutaneous and/or mucosal exposure to hepatitis B
 - Parental or mucus membrane exposure to HIV (The Program Director and Clinical Coordinator will adhere to the District's protocol for such an incident.)

Attendance and Grading Policies:

The student is expected to attend every, scheduled clinical assignment. To assure that a student maximizes his or her time, the following policies are employed:

- ⦿ Student must arrive 10 minutes before the scheduled start time.
- ⦿ Student must contact assigned clinical affiliate if he or she will be late.
- ⦿ Student must plan to attend clinic for the entire period schedule.
- ⦿ Student must contact assigned clinical affiliate clinical instructor, at least a half-hour before the scheduled starting time, if he or she will be absent.
- ⦿ **There are no excused absences in a clinical course.** All absences will be made up at the discretion of the clinical instructor and the clinical facility.
 - Student may not be allowed to make up absences if absences exceed more than two in the semester.
 - Student will be given an **E** grade if the above attendance requirement is not fulfilled.
- ⦿ Three tardies are equal to one absence. Failure to notify a clinical site that a student will be late equals one absence.

Each student is required to:

- Complete 100 percent of the proficiency evaluation check-offs.
- Achieve a passing score of 80 percent on all exams.
- Achieve a passing grade on the Summary Rating Evaluation for each section.
- **Pass all quizzes, mid-term and final exams with a grade of 80 percent or higher. If a student does not pass with a grade of 80 percent or higher, that student will be required to successfully complete a written competency exam within one week of notification by the instructor or program director. A student will have one week after the semester ends to complete all competency exam requirements.**

Practical Skills (lab and clinical check-offs)

Each student must complete all assigned practical skills and pass the final practical exam. A student is responsible for arranging any practical skills make-up test with an instructor prior to taking the final exam.

- An instructor may ask a student to leave clinical if the instructor does not feel confident of the student's ability to tender care safely.
- During the clinical experience the student will remain in the hospital during breaks.
- An instructor may dismiss a student if the student poses an infectious risk to patients.
- In the case of illness, students should contact the clinical instructor and provide an excuse from their physician.
- During the clinical, no phones in the department may be used for personal calls. Cell phones are **not** allowed.

Dismissal from Clinical

A student's dismissal from the clinic by a clinical instructor may take place for any of the following reasons. (The clinical coordinator must be notified of action taken within 24 hours.)

- Failure to comply with any district, program, or hospital policy.
- Insubordination behavior demonstrated by the student toward any faculty or professional in the clinical setting.
- Inappropriate action towards a patient or the patient's family.

Proper Clinical Attire

Suitable dress is important in the hospital environment for the following reasons:

- To protect the patient from microorganisms that can be brought into the hospital from home, school, or outside environment.
- To provide for your safety in a variety of clinical settings.

Clinical Uniform Policies

- Scrub suits/dresses will be furnished by the agency along with masks, caps, and booties.
- A student must purchase a full-length lab coat, safety glasses that can be purchased from the campus bookstore or a medical uniform shop.

UNACCEPTABLE WEAR

High heeled shoes (greater than 1.5 inches), boots, tee-shirts, dirty blue jeans, faded, worn out, ill-fitting or dirty clothes excessive jewelry (only one chain allowed and small earrings), loud perfumes, shorts, halter tops, see through blouses, hot pants, long nails and chipped nail-polish. Nails must be kept at a length to don gloves without puncturing them. Nails may be painted with clear polish. The director or instructor can amend this list. A student improperly attired or with long nails will be dismissed from a clinical assignment and marked with an unexcused absence. If in doubt, DO NOT WEAR IT.

- ⦿ White duty shoes or walking shoes are appropriate. None of the following is permitted:
 - Canvas sneakers
 - Sandals and clogs
- ⦿ Student must wear socks.
- ⦿ Minimal jewelry (**we advise none**) is recommended for two reasons:
 - Loss is common
 - Rings and other jewelry are common sources of bacteria causing cross contamination
- ⦿ Hair must be cleaned and well groomed.
 - **Males** – beards, mustaches, goatees, sideburns or mutton chops must be neatly trimmed.
 - **Females** – extreme or exotic styles are not appropriate.
- ⦿ Fingernails must be short and clean. (**They are a common source of bacteria and cross-contamination**).
- ⦿ Makeup should be worn in moderation; excessive makeup is inappropriate. Colors should be subdued.
- ⦿ Student must be free of disagreeable odors, including over-powering perfumes as well as body odor and bad breath.
- ⦿ Student can be requested to leave the clinical facility if attire is not according to the Program's and clinical facility's Uniform Code.
- ⦿ Eating, drinking or gum chewing is not permitted in the clinical area.
- ⦿ Smoking is **not** allowed in the clinical facility.

**Wayne County Community College District
Surgical Technology Program
Student Work Policy**

All student activities associated with Wayne County Community College District, Surgical Technology Program curriculum, especially while students are completing his or her clinical rotations, will be educational in nature. Students will not be receiving any monetary remuneration during any educational experience, nor will any Wayne County Community College District, Surgical Technology Program's student be substituted for hired staff personnel within the clinical institution, in the capacity of a Surgical Technologist.

A student may continue to work outside the program curriculum as long as a "B" and above grade in all Surgical Technology Program curriculum's courses is maintained, there are no delays in the submission of required homework assignments and there are no demonstrable symptoms such as lack of sleep, inappropriate requests to leave early or undue lateness.

If a student is working during the clinical semester outside the program curriculum, he or she is not allowed to go to the clinical area after working a full-time shift.

Clinical Forms

The following forms are used in the clinical setting to track and grade a student. They are:

- Confidentiality Statement
 - Student Orientation Checklist
 - ST Student/Faculty Health Information Form
 - Clinical Log Form
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ST STUDENT COMPLIANCE FORM

Each student in Surgical Technology Program must complete this form.

Student Responsibilities in the Clinical Setting

Each student participating in the Surgical Technology Program assigned to a clinical setting must comply with the hospital's rules and regulations set forth below:

- * All administrative policies, standards, and practices of the **hospital** must be followed. Failure to comply with said policies, standards, or practices of the **hospital** may result in the **hospital's** request that Wayne County Community College District terminate the student's affiliation with the program.
- * Each student must supply all necessary and appropriate uniforms, and all applicable dress codes must be followed.
- * Each student must provide their own transportation, living arrangements, and other expenses including meals.
- * Each student must report to the **hospital** on time and must follow all established regulations during the regularly scheduled operating hours of the clinic.
- * Each student must conform to the standards and practices established by WCCCD while training at the **hospital**.
- * Each student must obtain prior written approval from the **hospital** and WCCCD for publishing any material relating to the Clinical Program experience.
- * Each student must maintain the confidentiality of medical records in accordance with the **hospital's** standards and practices.

I have read the rules and regulations listed above and agree to abide by them. I understand that I will in no way be considered a servant, agent, or employee of the **hospital**. I shall not be entitled to any fringe benefits, Worker's Compensation, or any other rights that may be offered by the **hospital**.

Student's Name Printed

Student's Signature

Date

CONFIDENTIALITY STATEMENT

**Surgical Technology Program
Wayne County Community College District**

I shall respect the confidentiality of the patient information obtained in providing care and treatment including information contained in the medical record. I will not divulge or disclose patient information obtained in care and treatment, or the contents of the medical record except as permitted under _____ System policy and procedure. This includes, but is not limited to, the patient’s name, dates of service, diagnosis, or any other patient identifying information.

I will at all times and in all places put into practice the hospital’s policies and procedures that govern confidentiality located in the corporate policy manual, policy #1001. I know it is my responsibility to be familiar with these policies and procedures and any changes to these policies and procedures. If I do not understand a confidentiality policy and procedures statement, I know I should ask my instructor or hospital representative for guidance.

I understand that unauthorized access, ordering, possession, use, copying, discussion, or release of patient information, medical records or personnel files is cause for immediate dismissal from the current Hospital student clinical experience and elimination from any future Hospital student clinical experience. I know that unauthorized acquisition, release, and/or discussion of any information relating to Hospital’s business/activities, patient information, current and past employees, job applications, and computerized data is a most serious matter and will be grounds for immediate dismissal from the current Hospital student clinical experience and elimination from any future Hospital student clinical experience.

In addition, I will report any infractions of the above to a hospital manager or supervisor immediately.

Signature Date

Print Name

Witness Signature Date

Print Name

STUDENTS MUST SIGN BELOW

PRINT STUDENT NAME	STUDENT SIGNATURE

February 2013 sas

Faculty Name _____

College _____

Course Number _____

Hospital Facility and Assigned Unit _____

Effective date(s) of practice _____

Method of Validation (MOV) Key

O = Observation

V = Verbalization

GD = Group Discussion

D = Demonstration

T = Test

<i>SURGICAL TECHNICIAN STUDENT ORIENTATION ITEMS</i>	<i>MOV</i>
1. Review of “Surgical Services Visitor Guidelines” and obtained signature.	
2. Review of unit equipment pertinent to the procedures performed.	
3. Review of unit labeling of sterile medications if applicable.	
4. Review population served on the unit including age specific policies or procedures and cultural sensitivity information	
5. Review of National Safety Goals and pertinence to Surgical Services.	
6. Review of roles of unit staff including nurses, scrub technicians, first assistants, nurse externs, specialty technicians/transporters/nurse assistants, and secretary.	
7. Review of isolation precautions relevant to the unit, if applicable.	
8. Review of locker facilities (if applicable) and parking.	
9. Review of emergency procedures as they apply to the unit.	

SURGICAL TECHNICIAN STUDENT ORIENTATION ITEMS	MOV
10. Review of Hospital trifold contents including: <ul style="list-style-type: none"> • Hospital Mission Statement • Dining Facility Information • Smoking Policy • Fire Safety • Emergency Codes • Medical Waste Information • Electrical Safety • Hazardous Materials Information • OSHA Bloodborne Pathogen • Standard Precautions • TB Exposure Control Plan 	

<ul style="list-style-type: none"> • Incident Reporting • Multicultural Information • Ethical Issues • Conflict Resolution/Chain of Command Information • Service First! • HIPAA • Parking • Conflict Resolution/Chain of Command Information 	
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Surgical Technologist Student Orientation

I have oriented each student on my clinical group to the above per _____ policy.

Faculty Signature

Date

I have been oriented to the above unit specific items as indicated above. I am aware that I am responsible to ask my instructor, a unit staff nurse or manager if I have any future questions or concerns about these items or any other unit specific policies and /or procedures throughout my clinical placement period at the Hospital. In addition, I am aware that I am responsible for ongoing education related to the clinical experience on my assigned unit.

STUDENTS SIGN BELOW

Print Student Name		Student Signature	
EOC test score:	IC test score:	HIPPA test score:	
EOC test score:	IC test score:	HIPPA test score:	

EOC test score:	IC test score:	HIPPA test score:
EOC test score:	IC test score:	HIPPA test score:
EOC test score:	IC test score:	HIPPA test score:
EOC test score:	IC test score:	HIPPA test score:
EOC test score:	IC test score:	HIPPA test score:
EOC test score:	IC test score:	HIPPA test score:

JCAHO Surgical Technology & Surgical Assistant Student orientation checklist 3.05: ec