

**York University – School of Nursing
Undergraduate & Graduate Programs
Guideline (2021)**

Title: Priority Use of the Nursing Simulation Centre	
Document Number:	File Name:
Review Date: July 2021; November 2018	
SON Council Decision Update: September 2021; January 2019	
Effective Date: September 2021; January 2019	Evaluation Period: Every 2 years
<p>Introduction and Rationale: Prioritize use of Nursing Simulation Centre (NSC) space and resources.</p> <p>To facilitate transparency in the booking of the activities occurring within the Nursing Simulation Centre (NSC) and when using the resources.</p>	
<p>Definitions</p> <p>Curricular: Course-based activities. Including, scheduled classes within students' timetables; On Campus Clinical Sessions; Alternative clinical experiences as a result of the clinical agency or Clinical Course Director (CCD) not available; Supplemental clinical experiences; Student referral or review; Other School of Nursing course activities.</p> <p>Non-curricular: Activities not associated with a course. Examples: Research, school tours, meetings, social events, or others not yet identified.</p>	
<p>Actions: Curricular in Order of Priority</p> <p>Scheduled Classes</p> <ul style="list-style-type: none"> • Manager of Nursing Simulation Centre (MNSC) obtains a schedule of classes from the Administrative Assistant - Programs & Students Services (AAPSS). (Annual) • MNSC books dates and times specific to scheduled sessions. • If there is a conflict, notifies, AAPSS, DNSC, CCD's. <p>On Campus Clinical (OCC) Sessions</p> <ul style="list-style-type: none"> • MNSC, Director Nursing Simulation Centre (DNSC) and Course Director (CD) discuss dates and times. Ideally OCC is scheduled each semester on first clinical day. <p>Alternative Clinical Experiences as a Result of the Clinical Agency or Clinical Course Director (CCD) Not Available</p> <ul style="list-style-type: none"> • Manager, Nursing Practicum Coordination Office (MNPCO)/DNSC/CD or CCD notify others (MNPCO, DNSC, CD, MNSC, CCD) of need for a clinical group to attend NSC. • MNPCO or CD notifies CCD and Students of change of clinical placement. 	

Supplement a Clinical Experience

- CD meets with DNSC and MNSC to plan day. Presents learning objectives and scenarios.
- CD informs students and Clinical Course Directors (CCD).

Student Referral or Review

- Referrals for students on progression plan. CD and CCD notify DNSC. DNSC book space*.
- Reviews (for students off track). DNSC books space based on availability.

Priority Scheduling of Space and Equipment**Curricular Activities**

1. Scheduled within students' timetables
2. On Campus Clinical
3. Alternative Clinical Experiences as a Result of the Clinical Agency or Clinical Course Director (CCD) Not Available
4. Student referral or review
5. Supplemental to a clinical experience
6. Other School of Nursing Course Activities (e.g. filming, guest speaker-outside of classroom)
7. Other York School/Student Requests
8. Facilitated Sessions (requires NSC CCD)
9. Mentor Program (requires NSC CCD)
10. Drop in sessions (self-directed)

Non-Curricular

1. Cardio Pulmonary Resuscitation (CPR) Classes
2. Mask Fit Testing
3. Faculty Research/Studies
4. High School Visitors
5. Filming for Non-Curricular Purposes
6. Social Events