

York University – School of Nursing
Undergraduate Programs

Title: Off Track Requirement to Demonstrate Safe Practice	
Document Number:	File Name:
UPC Review & Approval Date: March 2022; December 2019	Executive Committee Date: April 2022; January 2020
SON Council Decision Date: April 2022; January 2020	
Effective Date: May 2022; February 2020	Evaluation Period: Every 2 years
<p>Introduction and Rationale: Patient safety is paramount. Therefore, students, who are off track must demonstrate safe practice prior to resumption of their respective undergraduate program.</p> <p>Students build their knowledge, skills and decision making through application of theoretical knowledge in practice settings. Altered program progression, regardless of reason, disrupts the continuity of the application of nursing knowledge, skills and decision making from semester to semester. It is imperative that students demonstrate safe, ethical, effective, and organized care prior to resuming their respective program.</p>	
<p>Definitions Off Track-Absence from a program as a result of formal personal leave of absence, clinical course failure, or other reasons for altered program progression. Duration of leave of absence: One or more semesters as per the scheduled progression of clinical courses in the respective program. Safe Practice: Adherence to best practices of nursing assessment, planning, implementation, evaluation, coordination and collaboration of care.</p>	
<p>Actions in Preparation for Review Session</p> <p>Student</p> <ul style="list-style-type: none"> • Review nursing knowledge, skills, and decision making prior to review appointment and resumption of program; • Attend the Nursing Simulation Centre as needed for practice. Drop in time and facilitated clinical practice sessions are available throughout each semester; • Attend scheduled review session; • Demonstrate safe, ethical, effective, prioritized, and organized care during a simulated case. <p>Undergraduate Program Director/Coordinator</p> <ul style="list-style-type: none"> • Notify via email the Director Nursing Simulation Centre (DNSC) of students who are off track, date of return, and next clinical course 	

Director Nursing Simulation Centre or Designate

- Notify student one semester prior to semester of return of review processes
 - Send student the following documents in an email
 - Self-assessment document
 - Medication review package
 - Welcome to the Nursing Simulation Centre letter (includes dates and times of drop in and facilitate clinical practice sessions)
 - Preparatory document for case study
- Schedule review session with student

During Review Session**Student**

- Attends and demonstrate safe, ethical, effective, and organized care to a simulated client;
- Participate in feedback post review;
- If demonstration was safe, ethical, effective, prioritized and organized, continue to review in preparation for semester start;
- If assessed to be unsafe, unethical, ineffective, and/or unorganized, book another appointment with NSC Faculty;
- Review and practice areas identified as unsafe, unethical, ineffective, and/or unorganized;
- Return to re-demonstrate area(s) of concern. If student continues to be as unsafe, unethical, ineffective, and/or unorganized, DNSC will notify UPD/Coordinator.

Nursing Simulation Centre Clinical Course Director

- Observe student during simulated scenario;
- Document care provided/not provided/unsafe/unethical/ineffective/not prioritized/ or unorganized;
- Discuss findings observed with student;
- If deemed safe, notify Director of Nursing Simulation Centre
- If deemed unsafe, notify Director Nursing Simulation Centre and book another appointment with student to review area(s) of concern

Director Nursing Simulation Centre

When student successfully demonstrates safe, ethical, effective, prioritized, and organized care, complete summary form and send to Undergraduate Program Director and Undergraduate Program Assistant by email

Undergraduate Program Assistant

Place completed summary form in student's file

Considerations

Please note: Students are at risk for not proceeding to next clinical course if: They do NOT demonstrate safe practice, do not respond to the request for an appointment, or do not attend the appointment.
In all of the above, the UPD/Coordinator will be notified by the DNSC.

Relevant School of Nursing Policies

1. Leave of Absence
2. Review and Referral for Undergraduate Nursing Practice Courses