

**York University – School of Nursing
Undergraduate Programs**

Guideline

Guideline: Nursing Simulation Centre Clinical Course Director Priorities	
UPC Review & Approval Date: January 2019; July 2021; May 2023	Executive Committee Date: February 2019; July 2021; June 2023
School Council Review & Approval Date: September 2021; June 2023	
Effective Date: February 2019; September 2021; September 2023	Evaluation Period: Every 2 years
<p>Introduction and Rationale Identify priorities for the Nursing Simulation Centre (NSC) Clinical Course Directors (CCD). Objective priorities must be established to provide guidance to the Director of the NSC (DNSC), Course Directors (CD), Clinical Course Directors (CCD), and NSC staff.</p>	
<p>Definitions Referral: Student is not meeting course outcomes and is on a progression plan Review: Student meeting course outcomes and needs some support</p>	
<p>Definition of NSC CCD Role</p> <p>Facilitate student learning in the NSC under the direction of the DNSC, CD and CCD.</p> <p>The following is a list of the activities that the NSC CCD may support throughout the academic terms of Summer, Fall and Winter:</p> <ul style="list-style-type: none"> ▪ <i>Plan work activities, schedules, and resource utilization to meet course and student learning needs.</i> <ul style="list-style-type: none"> ○ Plan activities for CCD and clinical group in NSC when agency is not accessible ; ○ Develop or revise medication calculation tests; ○ Develop and revise skills sessions and scenarios, ensuring they reflect current practice. ▪ <i>Facilitate learning activities which enhances students' ability to meet course outcomes including, referral/remediation plans and schedules</i> <ul style="list-style-type: none"> ○ In NSC, cover for CCD's when they are not available for clinical practice, scheduled course NSC session or on campus clinical day; ○ Provide support for students who are off-track; ○ Organize and conduct referral or review sessions for students who are identified by CD or CCD as needing support ; ○ Conduct facilitated clinical practice sessions; ○ Grade medication calculation tests when course CCD unavailable; 	

- Support Nursing Student Tutoring And Mentorship Program (NSTAMP)
- *Facilitate learning activities through the use of simulation and debriefing*
 - Support CCD and clinical group in NSC when agency is not accessible
- *Provide constructive formative and summative evaluation to students regarding their performance in the NSC, including course grading. Ongoing communication with UPD, CD and CCD with regards to students' progress and any serious concerns about students' performance so that timely success strategies can be implemented*
 - Conduct medication calculation test referral sessions;
 - Conduct review sessions for off-track students;
 - Support Objective Structured Clinical Exams.
- *Work collaboratively with NSC staff and faculty*
 - Conduct scheduled school tours & York Open House (usually a Saturday)
- *Orient students and faculty to the NSC ensuring that they are familiar with NSC resources and policies at the beginning of the course*

Actions

- CD, CCD consult with DNSC to identify unique course needs
- DNSC uses listing below to support activity priority setting
- DNSC consults with NSC CCD's regarding needs and plans
- DNSC consults with the Manager NSC regarding space and equipment resources
- NSC CCD supports unique needs
- *If unique course needs unable to be supported DNSC informs CD and CCD and works with them to identify potential alternatives

Priority List by Month to Cover Fall/Winter/Summer

Priority	September/January/May Priorities
1	Orient students and faculty to the NSC ensuring that they are familiar with NSC resources and policies at the beginning of the course
2	Support on campus clinical sessions
3	Grade medication calculation tests when course CCD unavailable (4527 then other courses in Jan/May)
4	Conduct medication calculation test referral for NURS 4527 students (January and May)
5	Cover for absent CCD associated with scheduled NSC class*
6	Conduct medication calculation test referral all other course students
7	Organize and conduct referrals/reviews for students need support
8	Plan activities and support CCD and clinical group in NSC due to disruption of clinical or inability to access agency
9	Facilitate Make-Up Lab
10	Other

Priority	October/February/June Priorities
1	Plan activities and support CCD and clinical group in NSC due to CCD issue or inability to access agency
2	Organize and conduct referrals/reviews for students need support
3	Cover for absent CCD associated with scheduled NSC class
4	Conduct objective structured clinical exams
5	Facilitate Make-Up Lab
6	Conduct facilitated clinical practice sessions
7	Conduct reviews for students off-track
8	Develop medication calculation tests
9	Conduct school tours
10	Support mentorship program
11	Develop and revise skills sessions and scenarios, ensuring they reflect current practice
12	Other

Priority	November/December/March/April/July/August
1	Plan activities and support CCD and clinical group in NSC due to CCD issue or inability to access agency
2	Organize and conduct referrals/reviews for students need support
3	Conduct reviews for students off-track
4	Cover for absent CCD associated with scheduled NSC class*

5	Facilitate Make-Up Lab
6	Conduct facilitated clinical practice sessions
7	Support mentorship program
8	Conduct school tours
9	Develop medication calculation tests
10	Develop and revise skills sessions and scenarios, ensuring they reflect current practice
11	Other

Priority	December/April/August
1	Organize and conduct referrals/reviews for students need support
2	Conduct reviews for students off-track
3	Conduct facilitated clinical practice sessions
4	Conduct school tours
5	Develop or revise medication calculation tests
6	Develop and revise skills sessions and scenarios, ensuring they reflect current practice
7	Other