

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

**Guideline**

<b>Guideline:</b> Priority Use of the Nursing Simulation Centre	
<b>UPC Review &amp; Approval Date:</b> November 2018; July 2021; May 2023	<b>Executive Committee Date:</b> December 2018; July 2021; June 2023
<b>SON Council Decision Date:</b> January 2019; September 2021; June 2023	
<b>Effective Date:</b> September 2021; January 2019; September 2023	<b>Evaluation Period:</b> Every 2 years
<p><b>Introduction and Rationale:</b>            Prioritize use of Nursing Simulation Centre (NSC) space and resources during NSC Business Hours (0830-1830).            To facilitate transparency in the booking of the activities occurring within the Nursing Simulation Centre (NSC) and when using the resources</p>	
<p><b>Definitions</b></p> <p><b>Curricular:</b> 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><b>Non-curricular:</b> Activities not associated with a course. Examples: Research, school tours, meetings, social events, or others not yet identified.</p>	
<p><b><u>Curricular Process in NSC</u></b></p> <p><b>Scheduled Classes/Labs</b></p> <ul style="list-style-type: none"> <li>▪ Manager of Nursing Simulation Centre (MNSC) obtains a schedule of classes from the Administrative Assistant - Programs &amp; Students Services (AAPSS). (Annual)</li> <li>▪ MNSC books dates and times specific to scheduled sessions.</li> <li>▪ If there is a conflict, notifies, AAPSS, DNSC, NP Coordinator.</li> </ul> <p><b>On Campus Clinical (OCC) Sessions</b></p> <ul style="list-style-type: none"> <li>▪ MNSC, Director Nursing Simulation Centre (DNSC) and Course Director (CD) discuss dates and times. Ideally OCC is scheduled each semester on first clinical day.</li> </ul> <p><b>Alternative Clinical Experiences as a Result of the Clinical Agency or Clinical Course Director (CCD) Not Available</b></p> <ul style="list-style-type: none"> <li>▪ Manager, Nursing Practicum Coordination Office (MNPCO) and the CD/CCD notify DNSC and MNSC of need for a clinical group to attend NSC.</li> <li>▪ MNPCO or CD notifies CCD and/or Students of change of clinical placement.</li> </ul>	

**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 or 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 NP OSCEs (scheduled by Ontario PHCNP Consortium)
2. On Campus Clinical (Week 1 only)
3. Scheduled classes/lab within students' timetables (starting Week 2)
  - a. 304/304J – Undergraduate Classes/Labs
  - b. 303 – Graduate Classes/Labs and Scheduled Drop-In (3hrs a week)
4. Alternative Clinical Experiences as a Result of the Clinical Agency or Clinical Course Director (CCD) Not Available
5. Student referral or review
6. Supplemental to a clinical experience
7. Other School of Nursing Course Activities (e.g., filming, guest speaker-outside of classroom)
8. Other York School/Student Requests
9. Facilitated Sessions (requires NSC CCD)
10. Mentor Program (requires NSC CCD)
11. Drop-in sessions (self-directed)

**Non-Curricular**

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