

Major Hospital A Major Health Partner	Advanced Practice Registered Nurse and Physician Assistant Student Programs at Major Hospital MS-12
Does this policy meet a regulatory requirement? <u>X</u> Yes <u>No</u>	Formulated by: Administration Approved by: Medical Executive Committee, Board of Directors Date Approved: 04/29/13 Effective Date: 04/29/2013

PURPOSE: To delineate the rules under which Advanced Practice Registered Nursing (APRN) students and Physician Assistant (PA) students can practice at Major Hospital.

GUIDELINE STATEMENTS:

1. The intent of the APRN student program and the PA student program is to provide students who participate in an APRN program or a PA program at an accredited university the opportunity to receive professional practice experience.
2. The Education Department will be notified in advance of a student's assignment by the preceptor.
 - 2.1. Students will be under the direct supervision of a credentialed / privileged physician, a credentialed / privileged APRN or PA,
 - 2.2. Students may not transcribe orders into the medical record for any Hospital patients.
 - 2.3. Students may transcribe history and physicals (H & P's), discharge summaries, progress notes, or operative notes into the medical record using the P-Doc transcription function of Meditech; however, such documentation requires immediate countersignature by their preceptor to be visible in the medical record.
 - 2.4. APRN/PA Student Rotation at MHP physician practices must be under the direct supervision of the preceptor. Students must follow any facility specific policy, procedure, process or regulation as instructed by the preceptor or communicated by facility staff. If a student rotates only at off-site physician practices, hospital privileges are not required for an MHP employed preceptor.
3. Students will remain subject to the authority, policies and regulations imposed by the college during periods of clinical assignment and while at Major Health Partners, students will be subject to all standards, rules, regulations, administrative practices and policies of said facility.
4. Any student whose performance is unsatisfactory or whose characteristics and activities are detrimental to the facilities' responsibilities for health care may be required to withdraw from MHPs' program.
5. The APRN and PA programs warrant that each student assigned to Major Health Partners be in good standing and provide the following information:
 - 5.1. A letter of introduction attesting to the student's competency and indicating the student's rotation schedule.
 - 5.2. Documentation of current malpractice coverage. Students are covered by the university insurance. A Certificate of Insurance (COI) is required to be submitted prior to rotations.
 - 5.3. Documentation of a recent tuberculosis (TB) screening, within the past year or if positive, a M.D. / D.O's statement and chest x-ray indicating that the student is free of active disease.
 - 5.4. Documentation of vaccination record for MMR and varicella or proof of immunity.
 - 5.5. Influenza (flu) vaccination records during the active flu season (typically October 1st through March 31st) in accordance with hospital's flu prevention policies.
 - 5.6. Vaccination records in accordance with hospital's COVID prevention policies.

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6. The following documentation will be provided to the student, completed by the student as appropriate, and filed by the Education Department:
 - 6.1. Program Application Form
 - 6.2. Preceptor Agreement
 - 6.3. Code of Conduct
 - 6.4. Understanding of Participation
 - 6.5. General Standards Information Document
 - 6.6. Information Security & Confidentiality Agreement
 - 6.7. Standard Policy and Procedure for Advanced Practice Nursing and Physician Assistant Student Programs at Major Hospital.
 - 6.8. Any forms required by the student program.
7. Advanced Practice Registered Nurse and Physician Assistant students will be issued a name badge by Human Resources that is to be worn at all times while at Major Health Partners.
8. Information regarding student's affiliation will be sent to the appropriate hospital departments and medical staff by Education.
9. Reviewing & Revising

Reviewed	Revised
03/31/15	05/26/15
	05/23/16
	06/27/22
	09/25/25

UPDATE WEBSITE WITH REVISIONS