



MEDICAL PLACEMENTS

- ① StoneCrest Medical Center
- ② AdamsPlace
- ③ VA Hospital
- ④ Murfreesboro Medical Center
- ⑤ Webb Aesthetic
- ⑥ MTSU Sports Medicine
- ⑦ Result Physiotherapy
- ⑧ TN State Veterans Home

DENTAL PLACEMENTS

- Stones River Dental
- Snodgrass-King Pediatric Dental Associates
- Dr. Daniel B. Hipps, DDS
- Legacy Hill Dentistry
- Barbieri Orthodontics

CLINICAL INTERNSHIP STUDENT/PARENT CONTRACT

Oakland HIGH SCHOOL

INSTRUCTOR: Suzanne Morrow RN, BSN

INTRODUCTION:

The Clinical Internship Course is comprised of students who have been selectively chosen via an extensive evaluation process. It is imperative that students are of excellent academic caliber, character, and exhibit a high level of maturity in order to represent their program well and to function within safe and competent standards in the professional clinical setting. Course objectives and expectations are challenging and demand that students strive for excellence. The following contract outlines requirements and course expectations. Parents and students should read the contract and sign in acknowledgement and consent of this agreement.

COURSE GOALS AND LEARNING OBJECTIVES:

The primary goal of the clinical internship is to provide students with first hand and hands-on learning experiences in the health care industry. Students job-shadow a variety of health care professionals and actively participate in the care of patients, they will gain insight into the industry and hopefully begin to establish their own future academic and professional goals. This experience should also enable students to recognize and employ effective communication skills, critical thinking, and problem-solving techniques in the health care facility.

SCOPE OF PRACTICE:

In addition to observing a multitude of medical procedures, interns are also capable of assisting with basic, non-invasive patient care skills such as Activities of Daily Living (ADL's), vital signs, assessing and reporting Intake and Output (I&O), patient hygiene, elimination, meals, transfers, and ambulation. They may also run errands, re-stock supplies, and assist with clerical duties. Their scope of practice DOES NOT INCLUDE *performing* invasive procedures such as catheterizations, injections, venipunctures, etc. In addition, students have also received training in standard precautions, body mechanics, hospital safety protocols, ethics and patient confidentiality, introductory anatomy & physiology, medical terminology, introductory pharmacology and professional etiquette.

Students are required to emphasize principals of safety and infection control in every aspect of their clinical experience. Any incident of injury or possible exposure involving a patient must be reported immediately to the course instructor and the clinical preceptor.

BEHAVIOR EXPECTATIONS:

Students are expected to conduct themselves in a mature and professional manner when at their clinical facility, at school and when posting on social media. Students are required to be on time and remain BUSY. Appearance must be neat and clean (uniform, shoes, nails, hair, etc.) and the use of perfumes and scented lotions are prohibited in clinical areas. Any tattoos must remain covered at all times and all piercings (with the exception of small earrings) must be removed for clinical. Other jewelry should be minimal and in keeping with safety standards.

Students are expected to use a mature and professional vocabulary, utilize good manners, and display a positive attitude at all times. Self-control, honesty, dependability, cooperation, team work, and initiative are all essential elements for successful experiences. All school rules apply to the work site and to the students while they are en route to and from the work site / campus. Suspensions from school, legal issues, social media unprofessionalism or other disciplinary problems will be investigated and may serve as grounds for dismissal from the program. Students must inform the instructor of any such infractions.

Students will comply with HIPPA regulations at all time as he or she will be privy to patient records as well as verbal and written privileged communications. Interns are prohibited from discussing any aspect of their experience with anyone outside the health care team assigned to the patient or their instructor. In addition, any information shared in the classroom related to the clinical rotation/patient care/or other clinical students is also private and should be kept confidential. Failure to abide by this ethical code is grounds for immediate dismissal as it potentially subjects the student and instructor to legal ramifications.

ACADEMIC EXPECTATIONS:

The amount of work and pace of the clinical internship is academically challenging. Students must be committed to keeping up and are expected to give 100% effort. Academic dishonesty will not be tolerated and will be dealt with severely (cheating, copying work, etc.). In the event of illness or other significant circumstances that inhibit a student's ability to complete assignments on time, the instructor will gladly work with the student on an alternative deadline. If a student repeatedly displays apathy toward his/her work and continually "slacks", consequences will occur, and the student may be dismissed from the course.

ATTENDANCE EXPECTATIONS:

Clinical Internship is viewed in the same perspective as a job. Excessive absences will be investigated (especially unexcused or numerous generals). Lack of attendance will reflect poorly on the students' overall performance and will be significantly weighed on evaluations.

Absentee Policy - In the event you must be absent from clinical, you **MUST** adhere to the following protocol:

Notify your instructor AND your clinical area by 11:00 AM. (Students are provided a list of phone numbers)

Weather Policy - No clinical if Rutherford County Schools are closed. It is the students' responsibility to watch weather reports and list of closings. **FOLLOW THE SAME PROTOCOL FOR A REGULAR ABSENCE** except for phoning instructor.

REQUIREMENTS:

- ❖ Standard scrubs
- ❖ White athletic or nursing shoes; canvas/Keds unacceptable; please avoid bright or multi-colors
- ❖ Watch with second hand (digital or traditional)
- ❖ Stethoscope (optional)
- ❖ Liability Insurance coverage \$17.00
- ❖ Student must obtain a physical exam before beginning rotations and submit attached form to instructor
- ❖ Student must submit evidence of TB skin test (see below)
- ❖ Student are asked to submit record of Hepatitis B immunization series if received from private physician or a signed declination statement prior to clinical courses
- ❖ Student must submit valid Driver's License for transportation purposes and current automobile insurance proof of coverage.

PROTOCOL FOR LEAVING CAMPUS:

- ❖ **DO NOT SIGN OUT AT THE ATTENDANCE OFFICE** – you are not signing out of school and you should not be counted absent
- ❖ Students should then **travel directly to the clinical facility via pre-arranged, parent-approved transportation** (see below).

TRANSPORTATION:

As with other work-based learning experiences, the intern's parent/guardian is responsible for over-seeing and maintaining the transportation needs of their child to and from the clinical site. Students are never allowed to ride together to clinical placements.

Parents/guardians must submit this signed, notarized document that indicates their approval of and responsibility for transportation methods used by their child. Students must be responsible and accountable for adhering to parental approved transportation methods. It is not the responsibility of the instructor to monitor or police transportation.

Again, all school rules apply to students en route to the facility and during their tenure at the facility.

PARENT / STUDENT AGREEMENT

FOR STUDENTS:

I _____ have read and understand all goals and expectations of the clinical internship course. I agree to abide by these expectations and strive to represent Oakland High School and my peers in a positive, professional manner. I further acknowledge that failure to do so will result in academic consequences that could include dismissal from the course.

I commit to this course and will seek a positive learning experience. I will be a team player and work to build a cohesive, professional relationship with my classmates, my instructor, and employees at my work site.

In the event I encounter difficulties of any kind, I will inform my instructor and work toward an appropriate resolution.

FOR PARENTS/GUARDIANS:

I am the parent /legal guardian of (print your child's name) _____.

I have read and acknowledge the Clinical Internship course goals, behavior/academic/attendance expectations, and requirements. I understand the potential ramifications of my child's failure to fulfill their responsibilities toward meeting these expectations and requirements.

I acknowledge that my child will be leaving campus to participate in the work-based learning component of the course and that Oakland High School will not provide transportation to the clinical facility. I must either provide or arrange for it accordingly. I further acknowledge that is my child's responsibility to comply with these arrangements, and not the instructor's job to police compliance.

Please state the method of transportation (i.e. driving personal vehicle, parent transporting) your child will be routinely using to travel to the clinical facility: _____

PARENT/GUARDIAN SIGNATURE: _____ **Date:** _____

STUDENT SIGNATURE: _____ **Date:** _____

NOTARY SIGNATURE/EXPIRATION _____ **Date:** _____



**RUTHERFORD COUNTY SCHOOLS
CLINICAL INTERNSHIP COURSE (5993)
INDUSTRY PARTNER/TEACHER EXPECTATIONS**

CLINICAL SITE ROLES & RESPONSIBILITIES

1. Agrees to host Health Science students in Spring and/or Fall Semesters as determined by the Rutherford County Schools calendar for a minimum of 3 hours each week.
2. Orients the students to the clinical site.
3. Outlines the specific parameters for patient care.
4. Observes student performance during clinical experience.
5. Supports and encourages the student to fully engage in the clinical experience.
6. Makes time to review the clinical experience at the end of each shift and sign and date student evaluation form.
7. Communicates immediately with program faculty regarding a student whose performance is unsatisfactory or unsafe, or whenever there are any concerns about student progress.

CLINICAL INSTRUCTOR ROLES & RESPONSIBILITIES

1. Recruits, assigns, and coordinates site visits and students.
2. Communicates with clinical site preceptor about student progress or concerns.
3. Coordinates clinical site visit per program requirements.
4. Assesses student clinical performance during site visit and provides feedback to the student.
5. Communicates with clinical sites and students in order to maximize student learning and problem-solve when necessary.



**RUTHERFORD COUNTY SCHOOLS
CLINICAL INTERNSHIP COURSE (5993)
EVALUATION**

Student Name:	
Clinical Area:	
Mentor Signature Date & Time:	

Please rate yourself on your performance today, using the 1-10 scale, where 10 is the best and 1 is poor by circling the appropriate number.

- Were you actively engaged with your mentor and their responsibilities? Yes or No, if not, please explain:

- Did you show:

A.	Interest/Initiative	1	2	3	4	5	6	7	8	9	10
B.	Positive attitude	1	2	3	4	5	6	7	8	9	10
C.	Professional dress	1	2	3	4	5	6	7	8	9	10
D.	Ability to follow instructions	1	2	3	4	5	6	7	8	9	10
E.	Willingness to learn	1	2	3	4	5	6	7	8	9	10

- I had the opportunity to participate in or observe the following:

1.	Take vital signs	Yes	No
2.	Assist with ambulation	Yes	No
3.	Assist with meals/setting up trays	Yes	No
4.	Assist with transfers	Yes	No
5.	Assist with bath	Yes	No
6.	Assist with linen change	Yes	No
7.	Calculate I & O/empty urinary cath bag	Yes	No
8.	Assist with bandage/dressing change	Yes	No
9.	Review Pt chart	Yes	No
10.	Examine respiratory equipment	Yes	No
11.	Assist with incentive spirometry	Yes	No
12.	Assist with turning patient	Yes	No
13.	Examine/use diagnostic equipment	Yes	No
14.	Assist/examine lab specimens	Yes	No
15.	Other procedures, if so, what procedure:	Yes	No
16.		Yes	No
17.		Yes	No
18.		Yes	No
19.		Yes	No
20.		Yes	No

Please reflect on what you learned from the above activities and other learning opportunities. Your Instructor will use this information to evaluate your participation in this program.

Partnership Request



Over the last 18 months, the Rutherford County Chamber of Commerce, Rutherford County Schools and health care professionals across the County have been working together to create something unique. The Rutherford Works Health Care Council is an uncommon partnership between business and education that empowers and inspires the current and future health care workforce of Rutherford County to be highly skilled and highly employable.

Representatives from a wide range of allied health fields including acute care, homecare, hospice, elder care, specialty clinics and dental have been working side-by-side with Rutherford County Schools, Motlow College and MTSU to find ways to increase the talent pipeline for today and beyond. The building block on which our goals and strategic initiatives are built, is the Career & Technical Education Health Science programs currently being taught in 8 of local high schools. We believe that peaking interest in Allied Health Careers early is the best way to build our future workforce.

Students enrolled in our Health Science programs have the opportunity to take hands on, industry relevant classes for 3 years. In their 4th year, students can apply to participate in a "clinical" experience (or extended job shadow). Currently there are only 4 facilities who are opening their doors to these students. The Rutherford County Health Care Council is advocating to increase this number to 30 locations and we need your help. We request that you review this information and consider becoming a clinical partner.

Information in this folder should answer many of your questions about the clinical program. If you have other questions, please feel free to reach out to one or all of us. We also invite you to join the Rutherford Works Health Care Council. Meetings are held the 2nd Wednesday of each month at the Chamber of Commerce. Please contact Beth Duffield at bduffield@rutherfordchamber.org for more information.

Sincerely,

A handwritten signature in black ink, appearing to read "Chris West".

Chris West
AVP, Human Resources, National Healthcare Corporation

A handwritten signature in black ink, appearing to read "Tyra Pilgrim".

Tyra Pilgrim
Career & Technical Education Coordinator, Rutherford County Schools

A handwritten signature in black ink, appearing to read "Beth Duffield".

Beth Duffield
VP, Workforce Development, Rutherford County Chamber of Commerce