



**Wheaton Franciscan Healthcare System, Inc.  
Student Clinical Rotations: Guidelines for Students, Instructors, and Staff**

**Roles and Responsibilities:**

- Students, instructors, and staff will perform care according to the policies, procedures, and standards of practice for the Wheaton Franciscan Healthcare System.
- Wheaton Franciscan Healthcare staff maintains continuing responsibility for the care of the patient even though one or more aspects of patient care may be provided by a student.
- Student participation in direct patient care (“hands-on”) always involves delegation and supervision by qualified faculty or staff. Supervision may be direct or indirect depending on student’s demonstrated and documented competency in the specific task or activity.
  1. Students must be able to provide a copy of their school skills lab checklist upon request.
- Faculty and/or staff are responsible for applying the following delegation/supervision criteria:
  1. Delegates tasks that are commensurate with the educational preparation and demonstrated abilities of the person supervised
  2. Provides direction *and* assistance to those supervised
  3. Observes and monitors the activities of those supervised
  4. Evaluates the effectiveness of acts performed under supervision
- Supervision must be direct in the case of a student who has not *demonstrated and documented* competency in the aspect(s) of care required to complete the clinical “assignment”.
- Clinical “assignment” is based on defined objectives provided by the school or faculty and shared with the staff.
- Students will be instructed in the proper method/technique before providing any aspect of direct patient care in the clinical setting.
- The student’s school and faculty are responsible for the instruction and evaluation of its students and for providing evidence of validated, relevant, clinical competencies upon request.
- The student is responsible for actions in providing care to patients including refusal to perform any aspect of care without proper training, supervision or validation of competency.
- The student in the “observation only” (shadow) role may not offer nor be asked to provide direct, “hands-on” care. In the “observation only” (shadow) learning experience, delegation does not occur, the student’s supervisor need not be present, and documented evidence of validated competencies is not required. Faculty and students are responsible for informing appropriate staff of student’s “observation only” (shadow) role.

**Definitions:**

**Student clinical rotation** is experiential learning in a patient care setting.

**Experiential learning** in a clinical setting is change in attitude, knowledge and skills through participation in direct patient care (“hands-on”) and/or direct observation of patient care.

**“Observation only”** (shadow) means the student provides no direct, “hands-on” care during the learning experience.

**Competency** is an individual’s demonstrated ability to achieve the expectations stated in performance standards for a specific role and setting.

**Delegation** is transferring to a competent individual authority to perform a selected task in a selected situation.

**Supervision** is the provision of guidance by a qualified individual for the accomplishment of a task or activity with initial direction of the task or activity and periodic inspection of the actual act of accomplishing the task or activity.

**Direct supervision** means immediate availability to continually coordinate, direct, and inspect at firsthand the practice of another.

**Indirect (general) supervision** means to regularly coordinate, direct, and inspect the practice of another.