

# Beaumont

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Beaumont Hospital – Royal Oak  
3601 West 13 Mile Road  
Royal Oak, MI 48073

Dear Nursing Student

Welcome to Beaumont Hospital, Royal Oak – the first Magnet Hospital in Michigan! We hope your affiliation at our agency will be a positive one and provide a valuable clinical learning experience for you.

Please contact the Nursing Education and Research Department at (248) 551-6420 or [nursingstudents@beaumont.org](mailto:nursingstudents@beaumont.org) if we can be of assistance to you. Our office is located on the first floor of the Administration Building-East near the Auditorium.

Sincerely,

A handwritten signature in black ink that reads "Cheryl Barger". The signature is written in a cursive, flowing style.

Cheryl Barger, M.S, R.N.  
Clinical Placement Coordinator  
Manager - Nursing Education & Research  
Beaumont Hospital, Royal Oak

## GENERAL INFORMATION FOR AFFILIATING NURSING STUDENTS

### **COMPUTER BASED TRAINING**

Michigan educational institutions and clinical facilities joined with the Michigan Health Council to improve placing students' for clinical experiences with a program named Alliance for Clinical Experience (ACE). Through ACE you have completed some training modules that all there are additional training that must be completed specifically for Beaumont prior to your first day of clinical.

We will email you instructions on how to access your personal 'Beaumont' learning account and assign the training modules to your account. Any student that has not completed these modules prior to the first day of the clinical rotation will not be allowed to continue with the clinical rotation. Training for our Electronic Medical Record system is done only once, while others modules must be done annually (i.e. January – December). Keep your username as you will use this account if you return in future semesters.

### **BEFORE YOU BEGIN**

Please make sure the following requirements have been completed before the start of the clinical experience:

- ✓ You have completed the Beaumont Compliance and Epic *oneChart* training modules.
- ✓ You review our website to familiarize yourself with our processes.

### **CHARTING**

Beaumont transitioned to an electronic medical record (EMR) system in 2009 however; some documents used in patient care are still in a paper format. For paper recording, students sign first initial and last name, SN, and school (i.e. Mary Doe, SN, OCC). For our Electronic Medical Record system Epic, students choose the faculty name during log in which automatically assigns the faculty to be the documentation co-signer.

If you have difficulty setting up your passwords, DO NOT CONTACT THE UNIT MANAGER OR THE I.T. HelpDesk FOR ASSISTANCE. Contact us at (248) 551-6420.

### **MEDICATIONS**

Students administer medications under the supervision of their faculty or preceptor, but are not able to access the Pyxis Medication System. Only faculty and staff have access to withdraw medications from the system. Both faculty and students must initial and sign on the Medication Administration Record or eMar.

### **PARKING**

Faculty and students **MAY NOT** park in designated 'Patient & Visitor Parking Only' areas (i.e. Patient/Visitor Lots or Decks). Violators will be booted or towed at their expense--currently \$100.00. Warning signs are at every designated Patient/Visitor Parking area. Parking is allowed in the South (open) Lot.

Faculty and students may park in the employee gated West Lot and West Deck. Gates are up from 4:30 a.m. - 10:00 a.m. daily. Please view the parking information on the Nursing Student Website's – Royal Oak page.