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.edu 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,

[Signature]

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

Revised: 03/11/13
GENERAL INFORMATION FOR AFFILIATING NURSING STUDENTS

COMPUTER BASED TRAINING

Michigan educational institutions and clinical facilities have joined with the Michigan Health Council to improve placing students’ for clinical experiences. The program is called Alliance for Clinical Experience (ACE). Through ACE you have completed some training modules that all universities and hospitals had in common, however, there are additional training that must be completed specifically for Beaumont prior to your first day of clinical.

We will email you with instructions on how to set up and access your personal ‘Beaumont’ learning account. We assign the training modules to your account which should be completed prior to your clinical experience. Any student or faculty 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.

This is the website we developed specifically for our faculty and students. You can access this website through the ACE program or just by typing in the link without going through ACE.

www.beaumont.edu/nursing-students

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 and policies.

CHARTING

Beaumont uses an electronic medical record (EMR) system. In the EMR, when students log in they must choose their faculty from a list which will then be documented in the chart as their co-signer. For any paper records, students must sign first name and last name, SN, and school to all notes, (i.e. Mary Doe, SN, OCC).

If you have difficulty setting up your password, DO NOT CONTACT THE UNIT MANAGER OR THE I.T. HelpDesk FOR ASSISTANCE; contact Nursing Education & Research at 248-551-6420.

MEDICATIONS

Students may administer a controlled substance, 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.
GENERAL INFORMATION FOR AFFILIATING NURSING STUDENTS

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.