

2020 CLINICAL INSTRUCTOR UNIT ORIENTATION CHECKLIST

Clinical Instructor Name: _____ College/University: _____

Assigned Unit: _____ Facility (check one): ___Dearborn ___Taylor ___Trenton ___Wayne

***Method of Validation (MOV) Key: O = Observation V = Verbalization D = Demonstration**

<i>Faculty Orientation Items</i>	<i>Check Off Each Item When Completed</i>	<i>*MOV</i>
1. Review of unit documentation		
2. Review of pertinent unit equipment including but not limited to beds, scales, IV pumps, tube feeding pumps, vital machine etc.		
3. Review of unit medication administration process		
4. Review of population served on the unit including age specific policies/procedures		
5. Review of patient safety issues		
6. Proper use of patient call systems		
7. Review of roles of unit staff including nurse externs, nurse assistants and ward secretary		
8. Review of isolation precautions relevant to the unit, if any		
9. Review of PYXIS use, if applicable		
10. Review of emergency procedures and emergency equipment as they apply to the unit		
11. Review of patient identifiers		
12. Actions to eliminate, minimize, or report risks. Procedures to follow in the event of an incident and/or adverse event including the need to report the event or incident. Reporting processes for common problems, failures, and user errors while attending their clinical experience.		