

## Affiliating School/College of Nursing Responsibilities SUMMARY

- PROVIDES EDUCATIONAL LIAISON WITH A WRITTEN REQUEST FOR EACH DESIRED CLINICAL EXPERIENCE, AND, IF APPROVED, PROVIDES EDUCATIONAL LIAISON WITH NAMES OF STUDENTS/FACULTY
  
- SUBMITS *AFFILIATING FACULTY CREDENTIAL RECORD* FOR ALL CLINICAL FACULTY
  
- SUBMITS *AFFILIATING FACULTY COMPETENCY RECORD* FOR ALL CLINICAL FACULTY
  
- SUBMITS *STUDENT/INSTRUCTOR HEALTH CLEARANCE* VERIFICATION FORM TO HEALTH OFFICE FOR ALL STUDENTS/FACULTY SCHEDULED FOR A CLINICAL EXPERIENCE
  
- REVIEWS LEARNING OBJECTIVES AND STUDENT CLINICAL SKILL LEVEL WITH NURSING STAFF
  
- REPORTS STUDENT ABSENCES PROMPTLY TO PATIENT CARE UNIT
  
- POSTS STUDENT/PATIENT ASSIGNMENTS ON UNIT ASSIGNMENT SHEET
  
- ASSURES A STUDENT NURSE EVALUATION FORM IS SUBMITTED TO THE EDUCATIONAL LIAISON FOR EACH STUDENT CLINICAL EXPERIENCE
  
- ASSURES EACH STUDENT ADEQUATELY COMMUNICATES THEIR ASSIGNED PATIENT'S STATUS PRIOR TO EXITING THE PATIENT CARE UNIT
  
- COMPLIES WITH ALL RELEVANT UH STANDARDS, RULES AND REGULATIONS AS OUTLINED IN THE UPSTATE/AFFILIATING COLLEGE CONTRACT AND IN THE FOLLOWING DOCUMENTS (AVAILABLE IN PAYROLL WHEN STUDENT ID IS ISSUED):
  - *UH AFFILIATING NURSING FACULTY & STUDENT GUIDE (INC.)*
  - *AGENCY EMPLOYEE, STUDENT AND VOLUNTEER GUIDE (ABBREV SAW BOOKLET)*
  - *STUDENT NURSE ORIENTATION*  *OR* *STUDENT NURSE PRECEPTEE GUIDE (INC.)*