1. In the clinical setting, students represent the University of Mississippi Medical Center School of Nursing (SON). Therefore, students are accountable to the SON’s core values: Respect, Excellence, Accountability, Diversity, and Integrity. Students are expected to be:
   o punctual to clinical.
   o fully engaged during the clinical experience. Student cell phones should not be present in the clinical setting. Students also should not be working on schoolwork during the clinical experience except to gather information to complete a patient care assignment.
   o Dressed according to the Uniform Policy as outlined in the SON handbook.

2. Students may perform any activity as outlined by the guidelines in the handbook. These activities are outlined in the SON’s learning management system titled “Skills Performance Guidelines”. Students should have a copy of this form with them in the clinical setting.

3. If allowed at a clinical site, students are expected to chart in the electronic health record (EHR).
   o Students will receive login and password information during clinical orientation. Contact the help desk at the assigned clinical site for computer access issues. If issues cannot be resolved this way, please contact the course coordinator.

4. Students will be evaluated daily by their preceptors using the “N434 Clinical Evaluation Tool”. Students are graded using Satisfactory, Needs Improvement, or Unsatisfactory. Students should be aware that 2 unsatisfactories in a semester result in course failure. Students should review these forms prior to clinical to familiarize themselves with clinical expectations.

5. Students should place all precepted clinical days [including student name, clinical location, shift time (7A, 7P, etc.)] on the clinical calendar in the learning management system.
   o Students who are not present in the clinical setting on days that they have placed on the calendar will be given an unsatisfactory for that shift.
   o Scheduling guidelines:
     i. In regards to night shift clinical, students are allowed to work the evening following class if the student is out of class before 1 PM (within the 12 o'clock hour). If the student is in class after 1 PM, the student will not be allowed to work. The student will be allowed to work until 12:00 AM if class is scheduled the following day. This is considered a partial shift. Partial shifts will only be used as a last resort and must be pre-approved by clinical faculty. Any time after 12 AM will not be counted towards total hours and not be approved by faculty.
     ii. No student may not work more than 3 shifts consecutively.
     iii. Students are expected to work the hours of their preceptor.
6. **Students will be expected to complete patient care assignments throughout the semester.**
   - 5 points will be deducted from the student’s grade for every 24 hours the assignment is late. Example: If the assignment is due on 3/15 at 2359, submitting a patient care assignment on 3/16 at 0000 will result in a 5 point deduction.
   - Students should not take any documents from the clinical setting with identifying client information on it.
   - Students should use feedback given by faculty to improve future assignments.

7. **A student may not begin clinical until:**
   - the student’s preceptor has completed a “Preceptor Data Form” and that form has been turned into N434’s course faculty.
   - the student has successfully completed a medication calculation examination every semester with a score of 100%.