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		Approved Date:	12/1/2023
		Effective Date:	11/10/2020
		Review Date:	2026

POLICY TITLE: OBSERVERS OF SIMULATION CENTER ACTIVITIES

Observers are defined as individuals or groups who wish to observe clinical practice or simulation in the UHCON Simulation Centers. These individuals may either be UH employees, UH students, or individuals or groups from outside the UH system.

Observation categories are tours, education, and research.

Tours

Observers who wish a basic tour of the Simulation Centers must submit a request to the Clinical Learning Team (CLT) or Coordinator at least one (1) week in advance.

Observers who wish an advanced tour of the Simulation Centers must submit a request to the CLT or Coordinator at least three (3) weeks in advance. This allows the Center to create and manage the hands-on activities requested in an efficient manner.

Education/Research

Individuals who desire to observe Simulation Center activities in a specific course must complete the following:

- Submit a request for approval to the CLT or Coordinator and the Course Faculty at least three (3) weeks prior to the first observation date.
- Observers must sign and submit a confidentiality form.
- Individuals or groups wishing to use the Simulation Centers for research purposes must also submit to a copy of the IRB and research protocols for review, which will be stored in the simulation folder on the UHCON share drive.
- Individuals or groups wishing to use the Simulation Centers as part of their educational experience must also submit a copy of their learning objectives and contact information of their UHCON faculty supervisor.

Observers (education or research) who do not sign and submit the appropriate forms will not be allowed to enter the Simulation Center. This is to ensure the physical and psychological safety of all participants. Any violations of the confidentiality agreement will result in the loss of observational privileges in the future.

Students will be notified whenever there will be observers.

No observational experiences will be permitted during simulation competency situations for students' psychological safety.

Observers are not allowed to record (audio, video, or photograph) any student activity without permission from the Dean. Recording of lab facilities may be allowed on a case by case basis.

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