DEPARTMENT OF NURSING
SCHOOL OF HEALTH AND ENVIRONMENT

NURSING SIMULATION AND SKILLS LABORATORIES

RESOURCE MANUAL
2010-2011

JOANNE C. DUPUIS, MS RN, ANCS-BC, CNE
DIRECTOR, NURSING SIMULATION AND SKILLS LABORATORIES
**A Note from the Director**

Welcome to the Nursing Simulation and Skills Laboratories!!!

I want to thank everyone in advance for helping keep the things picked up after your labs. I really appreciate it and thanks for remembering to lock the doors when you leave.

To new faculty, our senior faculty and most importantly to our students, please let me know if I can facilitate your lab experience in any way. Please use the lab to practice your skills and expand your knowledge. Let me know how I can help you with this.

Here are just a few tips that I think would help your lab experience go smoothly:

- Try to arrive a few minutes in advance of your lab starts to see if there is anything else needed or wanted for your lab.
- Please let me know in advance whenever possible that you need particular supplies or equipment on a particular date.
- If there is any equipment that you are unfamiliar with, please arrange a time with me to review or practice or if needed a general orientation to the lab.
- Let me know if you have suggestions for new purchases that would enhance learning.
- Please let me know if any equipment is broken or non-functional.
- Please let me know if supplies that you are using are running low.
- If faculty are sending students to open lab, please make sure that both the student and I or the TA know what the student should accomplish while there.
- Students are welcome to schedule individual appointments or drop in when the lab is free.
- The schedule for Open Labs is currently posted outside of Weed 201 and additional help is available by appointment.
- If you are regularly teaching in 201, 202, or 204, please obtain a key from Pauline Beaulieu as the doors need to be locked when the rooms are not in use due to some expensive equipment that we have in these rooms.
- If you do not have a key, the Dean’s office has a key that you can use to get in to the room if you find yourself locked out.
- Please remind students about the appropriate use, handling and disposal of sharps.
- If there should be a sharps or other injury, please fill out an incident form and notify me. There will be copies of the incident form in the lab.
If there should be a serious injury or event needing emergency medical assistance, please call 2911 and the UML police with EMT’s will respond immediately.

Environmental Health & Safety has a web site where you can also get copies of the incident form as well as other very useful information about Bloodborne Pathogens and environmental hazards which may be of interest to you and your students. Check it out. [http://www.uml.edu/EHS/default.html](http://www.uml.edu/EHS/default.html)

If you would like me to assist you with or schedule a simulation learning activity with Sim Man or Sim Baby please let me know of your needs as soon as possible since a lot of planning and prep may be necessary.

My office extension is 4418 and my cell phone is 781-929-1473.

Again, welcome to the Nursing Simulation and Skills Laboratory. It should be a great year!!

Thanks,
Joanne

Joanne C. Dupuis, RN MS, ACNS-BC, CNE  
Director of Nursing Simulation and Skills Laboratories  
Department of Nursing  
School of Health & Environment  
University of Massachusetts Lowell  
3 Solomont Way, Suite 2  
Lowell MA. 01854  
(978) 934-4418 office  
(978)934-3006 fax  
(781)-929-1473 cell
### Table of Contents

- **Contact Information** ............................................. Page 5
- **Policies for Nursing Simulation and Skills Laboratories** Page 6
- **Open Lab Policies** ............................................... Page 8
- **Policy regarding latex items and potential sensitivity** Page 9
- **Simulation Suite Guidelines** .................................. Page 10
- **Student and Faculty Responsibilities** ......................... Page 11
- **Partial List of Equipment Available in the Lab** ............... Page 12
- **Guidelines for Ordering Supplies and Equipment** .......... Page 13
- **Prescription for Remediation of Nursing Skills** ............. Page 14
- **UML Incident Report Form** .................................. Page 15

### Additional Relevant Information

- **UML LAB Manual – Lab Safety (soon to be updated by Environmental and Health Services)** [http://www.uml.edu/EHS/](http://www.uml.edu/EHS/)

- **UML Bloodborne Pathogen & Exposure Control Plan**

- **UML Emergency Incident Report Form**
Contact Information

Joanne C. Dupuis, MS RN, ACNS, BC, CNE  978-934-4418
Director of Nursing Simulation and Skills Laboratories

Dale Pevey  978-934-4491
Staff Assistant I, Office of the Dean

Teaching Assistants

Work Study Students

Environmental Health & Safety  978-934-2618

UML Police & Emergency Response  978-934-2911

School of Health and Environment  978-934-4510

Department of Nursing  978-934-4525
1. Universal Precautions are to be utilized in all nursing simulation and skills laboratory procedures consistent with policies of the Environment Health and Safety Bloodborne Pathogen Exposure Control Policy, School of Health and Environment and the University of Massachusetts Lowell.

2. All laboratory instructors* and students utilizing the nursing and simulation laboratories will participate in specific training and orientation related to Environment Health and Safety Bloodborne Pathogen Exposure Control and Post-Exposure Follow-up plan policies.

3. All individuals utilizing sharps in the laboratories are responsible for disposing of them in designated impermeable needle boxes and never into regular trash.

4. All needles and injectable syringes purchased for the laboratories will be equipped with safety devices.

5. All unused needles and syringes must be returned to their designated locked location and not left unattended in the laboratory.

6. An Incident Report known as University of Massachusetts Lowell Emergency Incident Report Form, available within the Nursing Laboratory and online at the Environmental Health and Safety Office Website, will be completed by students and supervising faculty for injuries occurring in the laboratory including any sharps injury by a needle stick, lancet or other item.

7. Instructors are responsible for the direct supervision of their students assigned to any learning experience within the laboratory setting.

8. Syringes, needles and medications may not be removed from the laboratory for practice at any time by either instructors or students.

9. Wherever possible latex free items have been ordered; however some items within the lab including mannequins may contain latex. It is the responsibility of the individual student or instructor to make it known if they have a latex sensitivity and to take appropriate precautions. Only latex free gloves will be purchased for the laboratory.
10. Students are required to sign an informed consent form for procedures performed upon them by another student, for physical exams, nursing skills, and for audio or video recording of their performance during simulation or other learning activities.

11. Students may sign out specific laboratory equipment for use outside of the laboratory setting with the written permission of the Director of Nursing Simulation and Skills Laboratories or the Coordinator of Laboratory Resources.

12. Please notify the Director on Nursing Simulation and Skills Laboratories or the Coordinator of Laboratory Resources if any equipment is broken, missing or needs to be replaced.

13. Please request assistance as needed to recharge items such as ophthalmoscopes or otoscopes or replace batteries so that all equipment remains fully charged.

14. Please do not apply povidone-iodine, ink or any substance to the mannequins or patient simulators unless specifically identified as compatible for use with the equipment.

15. Instructors and students using the laboratory should request assistance from the Director of Nursing Simulation and Skills Laboratories if unfamiliar with any equipment or supplies in the laboratory.

16. All individuals using the laboratories are expected to leave the laboratory in an orderly and clean condition, including disposing of trash, returning equipment to designated locations and organizing the laboratory after each use.

17. Hours of availability for the nursing and simulation laboratories and scheduled classes are posted outside of each laboratory room. Scheduling additional laboratory sessions/rooms are available by request.

* Laboratory instructors will include faculty, staff, teaching assistants and undergraduate/graduate tutors.
Open Lab Policies

1. Hours will be posted as to open lab availability

2. Students are invited to attend open labs for skill practice at any time the lab is available.

3. Students attending open lab sessions will be required to sign in and out for lab usage documentation purposes.

4. Faculty may also send students to the lab with a prescription for remediation of specific skills.

5. Faculty sending students for remediation should complete a Laboratory Prescription Form with written objectives and/or skills to be achieved and specific supplies to be available for the student’s experience. An example can be found at the end of this document.

6. Please notify the Director of Nursing Simulation and Skills Laboratories or Teaching Assistants if additional supplies are needed for open lab experiences.

7. Suggestions for additional experiences are welcome at any time.
Policy Regarding Products Containing Latex and Potential Sensitivity

1. The labs are NOT entirely free of latex containing products.

2. Some essential products and manikins do contain latex.

3. Both Sim Man and Sim Baby contain some latex.

4. Wherever possible, latex free products and equipment have been purchased for the lab.

5. Individuals with latex sensitivity are responsible for notifying lab instructors of anticipated risk of latex sensitivity.

6. Faculty should ask their students if any have sensitivity to latex.

7. Students should report any potential latex sensitivity to their instructors.

8. Signs are posted in the labs regarding the potential risk for latex sensitivity.

9. Individuals having a potential acute latex reaction should utilize appropriate emergency procedures and notify UML Campus Police at extension 2911. An UML Emergency Incident Report form should also be completed.
Simulation Suite Guidelines

The Simulators

The Simulation Suite located on the ground floor of Weed Hall in Rooms 001A, 001B and 001C lab is a learning environment where students learn via vignettes and scenarios. Sim-Man and Sim-Baby are state of the art Hi-Fidelity patient simulators which can be admitted, cared for and discharged by members of the health care team. These simulated patients can demonstrate a multitude of clinical functions which include palpable pulses, a variety of audible heart, lung and bowel sounds, and an extensive library of cardiac dysrhythmias. Additionally, Sim-Man speaks and Sim Baby cries. Both simulators can produce other clinical sounds such as moaning, coughing, wheezing, and vomiting. Both simulators have the capability for IV fluid administration, blood drawing and injection practice. Various tubes such as endotracheal, naso-gastric, urinary catheters, enemas, and chest tubes may be realistically inserted into these patient simulators. Additionally, CPR and real defibrillation may be performed on both simulators. These patients present with different personalities because they are able to react and speak and are treated the same way patients would be treated in an outside clinical site.

Purpose

Clinical simulation creates a safe learning environment that provides for realistic hands-on clinical experiences which offers students an opportunity to practice and learn from their mistakes without risk to patients. When indicated, a skill may be practiced multiple times until a satisfactory result is achieved.

Advantages

1. Students can experience a specific simulated learning activity prior to entering the actual clinical sites.
2. Evaluation of learning activities can occur in this setting.
3. Our Advanced Video System provides students and faculty the opportunity to record simulated learning activities and review them at another time during debriefing sessions.
4. Infrequent clinical experiences can be created, replicated and offered to all students.
5. Clinical simulation provides opportunities for students who need remediation in safe and confidential setting.
6. The simulation experience may serve as an alternate clinical site experience.
Student And Faculty Responsibilities

1. Please treat each patient simulator as a real patient would be treated in an actual medical facility. HIPPA rules apply to simulation learning activities.

2. Professional behavior is expected at all times.

3. Keep the patients clothed and covered when not performing procedures that necessitate exposure.

4. Wear gloves when performing procedures when indicated.

5. Ask ahead of time where equipment and supplies are located.

6. Please seek assistance when moving simulators or manikins from their beds.

7. Food/drink is NOT allowed in the Simulation Suite.

8. Student uniforms/name tags may be required during simulation.

9. Keep all printed materials, pens, and markers away from the patients. All manikins are also allergic to Betadine.

10. Be aware that simulation scenarios may be video recorded which can be used to determine if actions were appropriate for the patient’s condition.

11. Please do not discuss scenarios or debriefing with others not directly involved in the simulation activity.

   What happens in simulation lab stays in simulation lab!!

12. Maintain cleanliness of the Simulation Suite and restore the area to a usable state for the next users.

13. With the exception of needles and syringes, some equipment, media and supplies may be signed out of the lab for use.

14. Please return any signed out equipment, media and supplies directly to the Nursing Lab in Weed Hall. All borrowed items should be received by someone working in the lab in order to accurately track and not left in any unsecured area.
Partial List of Equipment information – available in the lab

- Automated External Defibrillator (Zoll)
- Cardiac Monitors
- Catheterization Simulators
- Defibrillator
- Guldman Ceiling Lift
- Hill-Rom Beds
- Hospira A+ IV Plum Pumps
- MedDispense Automated Medication Dispenser
- Medication Carts
- Medications (simulated)
- SimMan
- Sim Baby
- Static manikins
- Stretchers, Wheelchairs, Walkers, Crutches
- Various Anatomic Teaching Models
- Vital-Sim Manikins
Guidelines for Ordering Supplies and Equipment

Faculty are encouraged to make their needs known as early as possible so that equipment, supplies and media can be ordered, received, and processed in a timely manner. This is important because, on occasion, items are not immediately available and may be placed on back order with an unknown delivery date. It is also necessary to allow staff sufficient time for set-up, assembly if necessary and stocking especially for large numbers of items.

Suggested dates for placing orders include:

- Fall Semester: July 1
- Spring Semester: November 1
- Summer Session: April 1

In planning for learning activities in the simulation and general nursing laboratories, it is extremely helpful to communicate how many of a particular item is necessary. Please consider if the item is to be used in demonstration to a group or will each student need their own personal item for learning.

Projected numbers of items needed are helpful for planning purchases.
# Prescription for Remediation of Nursing Skills

<table>
<thead>
<tr>
<th>Name of Student:</th>
<th>Nursing Course:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Name of Faculty Recommending Remediation:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Learning Objectives for the Student:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

| Recommended Specific Skills to be Completed: |
| (Please limit to three per remediation.) |
|                                          |

| Feedback, Evaluation, and Recommendations : |
|                                           |
|                                           |

<table>
<thead>
<tr>
<th>Signature</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>
UML Incident Report Form

Interactive Form Available at:


See following page for sample of the UML Incident Report Form.
# Environmental Health and Safety

## UMass Lowell Emergency Accident / Incident Report Form

<table>
<thead>
<tr>
<th>Name of Person Making Report</th>
<th>Phone Number</th>
<th>Date</th>
<th>Time</th>
<th>Building &amp; Room Location of Incident</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Description of Incident**

___

Injured Person(s):  

Contact#:  

Type of Injury:  

State:  

Zip:  

**Actions Taken**

___

Forward copy to EHS office Fax# 4018