Simulation Program
Operating Policy and Procedure Manual

SIM OP: 90.005 Utilization of Simulators and Equipment

PURPOSE: This TTUHSC Simulation Program policy is to ensure that all users receive the appropriate training to promote effective learning.

REVIEW: The Simulation Program OP will be reviewed September 1 of each even-numbered year by the Executive Director of the Centers.

POLICY/PROCEDURE

1.0 Policy

Due to the cost of simulators and equipment, special considerations must be taken before utilization. Users, both internal and external, are required to attend orientation/training prior to using designated simulators and/or equipment. The training will be tailored according to the specific features of individual simulators and/or equipment.

2.0 Procedure

A. The simulation centers’ faculty and/or staff will provide simulation in-services throughout the year. The dates and registration information will be publicized. In-services will be held at the beginning of each fall and periodically throughout the year.

B. Instruction on specialized equipment (simulators, haptics) requires individualized orientation sessions prior to use. These orientations must be scheduled with the simulation center’s designated personnel. Please schedule at least one week in advance to ensure your needs can be met. Notification must be via online reservation form.

C. Failure to comply with policy may result in the simulation event being postponed until user has obtained the necessary orientation/training.
D. Following is a list of specified equipment requiring orientation/training prior to use:
   1) High fidelity: For example, SimMan3G, SimMan Essential, SimMom
   2) Mid fidelity: For example, VitalSim, Harvey, SimJr
   3) Low fidelity: For example, Partial Trainers
   4) Haptic: For example, GI Mentor
   5) Ultrasound compatible Task Trainers and Simulators
   6) Specific Medical Equipment
   7) AV Equipment and Digital Audio-Visual Recording System
   8) Ultrasound Machines

E. Each center may have different equipment depending on their clientele and the services needed. Cleaning and maintenance of the various equipment is provided in SIM OP 90.010. For a descriptive list of equipment and availability per campus, see the WIKI website at: https://sim.ttuhsc.edu/simguide.

SD/JJ
Adopted: 04/2012
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