Simulation Program Operating Policy and Procedure Manual

SIM OP: 90.310 Individuals Observing Simulation-Based Experiences

PURPOSE: This TTUHSC Simulation Program policy provides guidance and direction for individuals observing simulation-based experiences.

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

Observers of a simulation-based activity are required to adhere to all TTUHSC and Simulation Program policies pertaining to confidentiality (TTUHSC and Simulation Program) and psychological safety (Simulation Program).

2.0 Procedure

A. All observers of a simulation-based experiences are required to follow TTUHSC and Simulation Program policies pertaining to confidentiality and psychological safety.

B. All students engaged in observational experiences (live or video-taped) must have a TTUHSC confidentiality agreement (HSC OP 52.09 Attachment B) on file.

C. Any violation of confidentiality will be reported to the observing student’s course facilitator and will result in loss of privileges related to observing simulation-based experiences in the future.

D. The observational activity by a student has to be a component of an academic course.

E. If the observing students are not enrolled in the course in which they are observing:
   1. The Simulation Program Executive Director must be notified by the course facilitator of the observing students,
   2. This notification needs to be submitted in writing prior to the beginning of the semester,
3. Written permission must be obtained from the course facilitator of the course being observed (live and/or video) prior to beginning the observation.
4. If faculty agree to the observation, faculty must present options to opt-in or opt-out to the students being observed. Written permission must be obtained from the students who chose to opt-in for an observation (live and/or video) prior to beginning the observation.
5. The objectives for the observation need to be provided to the course facilitator of the student being observed prior to the experience.
6. The students being observed must be informed that their activity is being observed by another student.

F. Non-TTUHSC students and faculty may observe TTUHSC faculty conducting simulations (formative and/or summative) if permission is obtained from the TTUHSC faculty member. No videos of participant assessments and/or OSCEs will be provided to individuals external to TTUHSC.

SD
Adopted: 12/14/2017
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