

Crisis: Disaster disrupts usual processes and the demand outweighs capacity

COVID-19 Preparing for Health Corps Nursing Students Toolkit

Scenario

Sixteen student nurses of varying levels of experience from a nearby nursing school are assigned to your healthcare organization as the number of patients with COVID-19 is rising. Six formerly retired nurses are also oncoming. You have 1-2 days to orient them to the organization and position them with assigned staff.

Staffing/Clinical Services

Dimension	Questions to Consider
Assignments	<input type="checkbox"/> What units will the retired nurses and student nurses of various skill levels be utilized on?
Competency assessment & validation	<input type="checkbox"/> How will competency be validated for students from the academic institutions? <input type="checkbox"/> How will competency be demonstrated for returning retirees?
Team-based care & supervision	<input type="checkbox"/> What staffing model will be utilized to incorporate student nurses of varying skill levels into the unit workflows? Team-based nursing? Primary nursing? <ul style="list-style-type: none"> ○ Med/Surg & Med Tele ○ Step down ○ Critical care ○ Other <input type="checkbox"/> Could retirees be paired with nursing students to mentor? <input type="checkbox"/> How will your current staff be educated about the roles, responsibilities, and capabilities of nursing students?
Roles & authorizations	<input type="checkbox"/> What functions need authorizations? <ul style="list-style-type: none"> ○ Medication access ○ Documenting in the electronic health record <ul style="list-style-type: none"> ▪ Medication administration

Orientation/Training/Onboarding

Dimension	Questions to Consider
Evaluation of core/essential topics	<input type="checkbox"/> What parts of orientation are essential, and which could be reduced or excluded? <ul style="list-style-type: none"> ○ Intake and assessment ○ Discharge Planning ○ PPE usage ○ De-escalation techniques ○ Documentation ○ ER Kit and AED ○ Standing orders ○ Equipment (safe use) ○ Chain of command ○ Who will provide training on donning and doffing PPE? ○ Who will conduct N-95 respirator or relevant FIT testing, when will this occur, and where? ○ How will PPE be stored, secured and accessed? ○ How will training be provided for fire, safety and emergency procedures? ○ How will visitors be addressed? What is the policy/procedure for visitors? Who/how will visitors be screened? ○ What safety policies and procedures are in place to support team safety in working with what appears to be a high-risk population?

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Evaluation of core/essential topics continued	<ul style="list-style-type: none"> ○ How will specialized cleaning needs (CDC healthcare standards) be addressed? ○ Who/how will hazardous waste management be removed/handled? ○ Who will provide linen changes; how will dirty linen disposal occur? ○ Who/how will trash be managed? <input type="checkbox"/> Are there COVID-19 specific modules developed for incoming and existing staff?
Training of volunteers	<input type="checkbox"/> How will training be conducted if the registered nurse or student nurse does not have experience documenting using the electronic health record? <input type="checkbox"/> What is the remediation process for students and retirees related to gaps in knowledge?
Tracking of hours (volunteer or Health Corps)	<input type="checkbox"/> How will hours be tracked by the retiree or student nurse to be compensated by the state government? <input type="checkbox"/> How will the hours for students be tracked for clinical credit?
Onboarding Process	<input type="checkbox"/> HR credentialing process <input type="checkbox"/> What is the existing process for orienting students and staff to the healthcare organization and how can this be adapted to the emergency scenario? Are any of the students already oriented to the organization?

If you have any questions or Concerns, please contact:

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Please provide feedback for future renditions:

<https://www.surveymonkey.com/r/7X5Z8YM>

