

UNIVERSITY OF VIRGINIA HEALTH SYSTEM  
Patient Care Services  
Administrative Operations Policy Manual – Section A08

**Supervision of Pre-Licensure Nursing Students  
During Clinical Placement Experiences**

**POLICY:**

All unlicensed nursing students must be supervised by the School of Nursing Faculty or the supervising nurse preceptor in the preparation and administration of all medications and performance of invasive procedures including all treatments requiring sterile technique.

Assigned UVAHS staff RNs maintain responsibility for the nursing care of each patient throughout the duration of student experiences.

- This policy pertains to nursing student groups which are supervised in the clinical setting by a qualified RN faculty employed by each School of Nursing.
- This policy pertains to the UVAHS staff RN's who serve as preceptors to Practicum experience pre-licensure nursing students in Associate Degree Programs, Bachelor's in Nursing Programs and Clinical Nurse Leader programs.
- This policy does not pertain to students in either an Advanced Practice Master's Degree Program or an RN-to-BSN Program who are already licensed to practice as an RN.

**IMPLEMENTATION:**

**Clinical Groups:**

Each School of Nursing Faculty member will communicate with each Nurse Manager no later than two weeks prior to the start of the semester to establish:

1. Defined student objectives for the semester
2. Roles & skills of students in patient care for the semester
3. Planned approach to patient assignments, including medication administration, via the following two standardized tools:
  - a. [Clinical Assignment Tool](#)
  - b. [Nursing Student Assignment for Patient Care](#)

**Practicum Experiences:**

School of Nursing Faculty will provide to each student's assigned unit Nurse Manager and preceptor a copy of the course objectives, specific objectives for the practicum experience, and a list of validated skills that the student can perform as they start the practicum experience. Faculty oversight plan including contact information for the practicum hours will also be shared.

The student will follow the designated preceptor's schedule for the practicum hours required. If the designated preceptor is not available as assigned, the student must immediately contact his/her School of Nursing Faculty for direction. Staff may not re-assign the student to another RN as a substitute preceptor without faculty permission.

**PROCEDURE**

**Medication Administration:**

For each student giving medications, supervision entails:

1. Checking the medication label against the LIP order with the student prior to the student entering the patient room with the medications.
2. Witnessing that the 5 rights are accurately followed:
  - The right patient
  - The right medication
  - The right dose
  - The right time
  - The right route
3. Direct observation of the administration of each ordered medication by the student as delineated in the UVAHS [Pharmacy Policy B02, "Persons Authorized to Administer Medications"](#) and UVAHS Nursing ["Medication Administration"](#) procedure.

This supervision process MUST be followed with every medication, even if the same medications are given by the same student to the same patient on successive days.

Documentation: All medications administered by an unlicensed nursing student must be co-signed in the electronic medical record (EMR). This indicates validation of accuracy by the RN of the student's documentation.

**Invasive Procedures:**

Invasive / sterile procedures performed by students at the bedside shall have direct supervision to assure proper technique is followed as delineated in the appropriate UVAHS nursing procedure. Examples of such procedures include: foley catheter insertion, peripheral IV insertion, central line dressing change, complex wound care with packing, etc. Procedure is documented in the appropriate section of the EMR.

In selected instances, Nursing Faculty may negotiate direct supervision of the student by the patient's assigned nurse for such procedures.

**Supervision Responsibility:**

	Clinical Group students: supervision responsibility	Practicum students: Supervision responsibility
Medication Administration: review of medication and direct observation of administration	School of Nursing Faculty	Unit staff RN preceptor
Medication Administration: EMR documentation	School of Nursing Faculty	Unit staff RN preceptor
Invasive procedure: review of technique, direct observation of procedure	School of Nursing Faculty*	Unit staff RN preceptor
Invasive procedure: EMR documentation	School of Nursing Faculty*	Unit staff RN preceptor

\*Faculty may negotiate student supervision with patient's assigned nurse in selected instances

(Reference: [Virginia Board of Nursing](#) Guidance Document [90-21, Clinical Learning Experience in Nursing Education Programs](#), adopted July 17, 2012.)

**Written & Approved:** 6/06    **Reviewed:** 8/08    **Revised:** 7/13\*

\* former title "Policy/Guideline for Precepting Unlicensed Nursing Students Unsupervised by an On-Site Clinical Instructor".