



Laboratory Guidelines for Students in the Faculty of Nursing

At the commencement of the year, nursing students will review the following laboratory guidelines. Students are expected to keep a copy of the signed guidelines in their professional portfolio.

Student Conduct and Behaviour Expectations:

Students are responsible to use lab equipment for its intended purpose.

- Students will respect lab property and equipment and ensure proper, respectful care of the equipment. This includes removing shoes while using the hospital beds.
- Students will respect the lab personnel, instructors and fellow classmates at all times while in the lab.
- Students will use the lab only for its intended purpose. Failure to do so will require the students to vacate the lab.
- ***No food or drinks are permitted in any of the labs.***
- Pens are not permitted in the simulation lab area or around any other models/mannequins. Only pencils are allowed.
- Students will use the labs as a hands-on learning experience and be prepared to actively participate in the competency skill as assigned.
- ***Use of lockers in the third floor nursing lab area is for use during scheduled labs only. Students are responsible for bringing their own locks. Locks that are not removed after the lab is finished will be cut off and discarded.***

Non-Scheduled Lab Utilization:

- Students will sign in and out of the lab (does not apply to scheduled lab time).
- Students may come to the lab for extra practice time of psychomotor skills. Appointments may be necessary depending on space availability. All supplies must be returned to the practice cart neatly and in order.
- Students may review videos/dvd's related to nursing concepts or skills. Only videos available for client teaching may be *signed out* of the nursing lab.
- Students may use the Nursing Computer Lab. The appropriate use of computers will be reinforced.
- Students may reserve educational equipment to assist with client or community teaching.
- Textbooks are available for reference only and may not be signed out of the lab.

Signing Out Equipment:

Students will be permitted to sign-out selected laboratory equipment. When signing out equipment the student agrees to:

- Be the sole user of the equipment
- Use the equipment only as instructed by the University of Windsor Faculty of Nursing
- Properly maintain borrowed equipment while it is in the student's possession
- Be responsible for any damage or loss of equipment by having the equipment properly repaired, replaced, or by fully reimbursing The University of Windsor Faculty of Nursing for any damage/loss incurred
- Return equipment on the established return date in the same condition as received
- Return equipment clean, operable and ready for the next user
- Report any damage to or problems with the equipment upon its return.

Student Signature: _____ Date: _____

Signature indicates student has reviewed and agrees to comply with the above guidelines.