

Nursing Simulation Lab Policies and Procedure

Purpose of This Policy

This policy establishes how the Nursing Simulation Lab operates to provide safe, realistic environments where you can develop clinical nursing competencies before entering actual healthcare settings. The simulation lab allows you to practice critical nursing skills, make and learn from mistakes without risk to patients, and build confidence through repeated practice in realistic scenarios. The policy ensures the lab meets all safety, equipment, and educational delivery standards while supporting your professional development.

What This Policy Covers

This policy covers all aspects of simulation lab use including facility access, equipment handling, safety protocols, infection control, professional conduct expectations, attendance requirements, assessment procedures, and emergency response. It explains how simulation sessions are planned and conducted, equipment maintenance procedures, confidentiality requirements for recordings and peer performance, and quality assurance processes. The policy also outlines responsibilities of nursing educators, the Simulation Lab Technician, and students during all simulation activities.

How the Simulation Lab Works

- 1. Preparation for Sessions:** You receive simulation schedules at the start of each semester. Arrive 15 minutes early in appropriate uniform (scrubs or nursing uniform as specified). Complete any pre-simulation learning modules and review relevant clinical protocols before attending. Come prepared with knowledge of the skills you will practice.
- 2. Simulation Scenarios:** Sessions use realistic patient scenarios with high-fidelity computerized manikins or low-fidelity task trainers depending on learning objectives. Scenarios are designed to match your current competency level and progress in complexity throughout the program. You will practice patient assessment, medication administration, wound care, emergency response, and other critical nursing skills.
- 3. Professional Conduct:** Treat all manikins and standardized patients with the same dignity and respect as real patients. Use professional communication at all times. Maintain a supportive learning environment for your peers. Arrive prepared and actively participate in all activities. Respect confidentiality regarding peer performance and specific scenario details.
- 4. Equipment Use and Safety:** Handle all equipment carefully following specific operating procedures. Report any damage or malfunction immediately. Never use betadine, permanent markers, or ink pens on manikins. No food or beverages are allowed in simulation areas. Follow universal precautions and

infection control practices including hand hygiene and proper PPE use. Dispose of sharps immediately in designated containers.

5. **Attendance Requirements:** Simulation sessions are mandatory components of your nursing education. Attendance is recorded and monitored for progression purposes. If you cannot attend due to illness, family emergency, or other compassionate circumstances, contact your trainer immediately and provide appropriate documentation. Makeup sessions may be arranged based on available resources (fees may apply for non-compassionate absences).

6. **Assessment and Evaluation:** Your performance in simulation is assessed against specific criteria aligned with nursing competencies. You will complete Final Observation Skills Assessment (FOSA) at the end of each block to demonstrate competency before clinical placements. Assessments focus on technical skills, clinical reasoning, communication, teamwork, and patient safety awareness.

7. **Debriefing Process:** After each scenario, you participate in structured debriefing sessions to reflect on your actions, examine outcomes, and identify learning opportunities. Debriefing is a critical component where learning is consolidated. Engage honestly and constructively in these discussions to maximize your learning.

8. **Recording and Confidentiality:** Some sessions may be video recorded for quality improvement and educational purposes. You must sign a release form before any recording occurs. Recordings are accessed only by authorized educational personnel and retained according to Institute record management policies. Never discuss peer performance outside the simulation environment or share scenario details with students who have not completed the session.

9. **Emergency Procedures:** In case of medical emergency during simulation, educators will activate emergency response procedures. First aid equipment is readily accessible. All injuries, near misses, or safety incidents must be reported immediately through the Institute incident reporting system. Emergency evacuation procedures are clearly posted in the lab.

Key Points to Remember

The simulation lab is a safe learning environment where you can make mistakes and learn without harming patients. Mandatory attendance and active participation are essential for developing clinical competency. Treat all equipment and manikins with respect and follow safety protocols. Professional conduct is required at all times including respectful communication and confidentiality. Universal precautions and infection control practices must be followed consistently. You will be assessed on your simulation performance as part of overall competency evaluation. Debriefing is where most learning occurs so engage thoughtfully in reflection discussions. Emergency procedures and incident

reporting are in place for your safety. Equipment damage or safety concerns must be reported immediately.

Additional Information

The Simulation Lab Technician manages daily operations, equipment maintenance, and technical support. Regular quality assurance reviews ensure scenarios remain current with evidence-based practice and industry standards. The lab integrates seamlessly with theoretical learning and clinical placements to create progressive competency development. Simulation experiences are designed to build confidence before you encounter similar situations in real clinical settings.

Need Help?

If you have questions about simulation lab use, schedule changes, or equipment issues:

Contact: Head, School of Nursing

Email: info@menzies.vic.edu.au

Phone: 1300 244 002

Related Policies

MITP01 – Vocational Attendance Recording, Monitoring and Reporting

MITP04 – Student Code of Conduct

MITP20 – Health and Safety

MITP33 – Privacy Policy and Procedure

MITP96 – Assessment Policy and Procedure – Diploma of Nursing

MITP99 – Student Progression – Diploma of Nursing

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