

# HAWAII CLINICAL PLACEMENT COLLABORATIVE

## OUR MISSION

### PURPOSE

The Hawaii State Center for Nursing leads the coordination of the Hawai'i Clinical Placement Collaborative (HCPC) comprised of Hawai'i schools of nursing and clinical partners and supports the regional use of CCPS. This includes the coordination of partner enrollment, and facilitation of collaborative engagement by partners through participation in HCPC state collaborative meetings aimed at strengthening clinical placements capacity in the State and responding to changing trends in healthcare settings and nursing education in Hawai'i.

In response to need and to better facilitate clinical placements for nursing students, the Center partnered with the Foundation for California Community Colleges (FCCC) in March 2011 to implement the Centralized Clinical Placement System (CCPS), a web-based software system in Hawai'i. The CCPS system was designed by the FCCC and the California Institute for Nursing and Health Care (CINHC) to ease California's nursing shortage by making it easier for nursing schools and hospitals to match nursing school students to suitable clinical placements.

## OUR PARTNERS

### SCHOOL OF NURSING PARTNERS

CHAMINADE UNIVERSITY OF HONOLULU

HAWAII PACIFIC UNIVERSITY

UNIVERSITY OF HAWAII - KAPI'OLANI COMMUNITY COLLEGE

UNIVERSITY OF HAWAII - KAUAI COMMUNITY COLLEGE

NANCY ATMOSPHERA-WALCH SCHOOL OF NURSING

UNIVERSITY OF HAWAII HILO SCHOOL OF NURSING

### PROVIDER/CLINICAL PARTNERS

ADVENTIST HEALTH CASTLE MEDICAL CENTER

HAWAII PACIFIC HEALTH - KAPI'OLANI MEDICAL CENTER FOR WOMEN & CHILDREN

HAWAII PACIFIC HEALTH - PALIMOMI MEDICAL CENTER

HAWAII PACIFIC HEALTH - STRAUB MEDICAL CENTER

HAWAII PACIFIC HEALTH - WILCOX MEDICAL CENTER

KAISER PERMANENTE HAWAII

THE QUEEN'S MEDICAL CENTER

SPARK M. MATSUNAGA VA MEDICAL CENTER

TRIPLER ARMY MEDICAL CENTER



# STUDENT CLINICAL PLACEMENT RESOURCES

## CLINICAL ROTATIONS

Student clinical rotations are scheduled through the individual's university or college program clinical placement coordinator. The university or college clinical placement coordinator requests placements from participating/affiliated clinical facilities. Affiliation agreements must be in place between the university or college and the clinical facility.

Students and faculty are discouraged from cold-calling clinical facilities for a preceptor or for rotation availability. This must be done through your school coordinator. Please contact your faculty at your Academic Institution if you have any questions about clinical rotations/placements.

Our partnerships with the community, universities or colleges, and clinical facilities provide for the following student learning experiences for undergraduate and graduate-level nursing students;

- Beginning level nursing students to senior cohorts who are accompanied by clinical faculty.
- Preceptorships: Student/Staff partnerships for a hands-on learning experience and mentorship.

Clinical settings include;

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|---------------------------------------|-------------------------------|
| Hospitals                             | Birth centers                 |
| Clinics and medical offices           | Hospice care facilities       |
| Nursing homes                         | Dialysis facilities           |
| Mental health and addiction treatment | Imaging and radiology centers |

## HEALTH & SAFETY REQUIREMENTS FOR STUDENTS & FACULTY

All students are required to meet the health & safety requirements outlined by their university or college as well as all health and safety requirements of the clinical facility prior to in-person clinical education. If students are unable to meet the health and safety requirements of clinical facilities, they may be unable to participate in clinical rotations.

All necessary information for student preparation, including health and safety requirements, should be provided to your school. Please contact your faculty at your Academic Institution if you have any questions about clinical rotations/placements.

Students are required to provide proof of;

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| <ul style="list-style-type: none"><li>• Immunizations – MMR, Hepatitis B, Varicella, Tetanus, TB clearance</li><li>• TB Clearance</li><li>• CPR Training</li></ul> | <ul style="list-style-type: none"><li>• HIPPA Training</li><li>• Blood Borne Pathogen Training</li><li>• COVID-19 Training</li></ul> |
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Students may also be required to provide proof of, but not limited to the following;

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|---|--|
| <ul style="list-style-type: none"><li>• TD or TDAP</li><li>• Drug Screen</li><li>• Cleared Criminal Background Check</li><li>• Fingerprints</li></ul> | <ul style="list-style-type: none"><li>• Government issued photo ID or school photo ID</li><li>• Current Influenza Vaccination (Seasonal)</li><li>• Full COVID-19 Vaccination</li></ul> |
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The Steering Committee Members have reviewed and approved the following Health & CPR requirements for Students and Faculty. Please review the document below before visiting the clinical sites of HPH, Queen's, Castle, Kaiser and Tripler. We appreciate your kokua in meeting the clinical agency requirements. Queen's Medical Center is requiring documentation of Influenza Vaccination for Students & Faculty effective January 2013. [Health & CPR requirements for Students and Faculty \(rev. 9/18/14\)](#)

Please contact your faculty at your Academic Institution if you have any questions about clinical rotations/placements.

## **MORE INFORMATION**

Please visit the [Hawaii Clinical Placement Collaborative Website](#) for further information, resources and links.

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## INFORMATION SECURITY AND PRIVACY POLICIES AND PRACTICES

### NURSING STUDENTS WITH DIRECT ACCESS TO PROTECTED HEALTH INFORMATION

All members of a health care provider's workforce, including students, must abide by all applicable information security and privacy policies and practices. One such practice is a training mandate that requires all members of a health care provider's workforce, including students, to be trained on the provider's policies on procedures relating to information security and patient privacy.

A collaborative of the Centralized Clinical Placement System (CCPS) Steering Committee members and various members' Privacy Officers developed and adopted a standard training module with common concepts regarding the appropriate uses of patient information for educational purposes, as well as this training program for students.

Although the policies of these facilities may be similar, specific procedures may vary from facility to facility. Therefore, when you begin your clinical training at a facility, you should familiarize yourself with the specific policies and procedures of that facility.

### HIPPA TRAINING MODULE

Students are expected to complete the [Information Security and Privacy and Policy Practices Training module](#) (HIPAA) and complete the [HIPAA Training Post Test](#) prior to participating in any clinical rotation of the CCPS participating facilities. The student should complete the module and as instructed at the end, take the survey posttest, PRINT out the certificate of completion and present it to your designated school individual.

## Registration Details

1. Education about the Health Insurance Portability and Accountability Act (HIPAA) is required each year for professional nurses and other health care personnel. Review the [Module](#) prior to completing the post test.
2. Complete this [post-test](#) only after reviewing the training module.
  - You must answer every question.
  - You will not be allowed to advance past a question until you answer it correctly.
  - You will be provided an opportunity to print a HIPAA Post-Test Completion Confirmation at the end of this test. Before proceeding, please ensure you are connected to a printer or have the capacity to print to an image or pdf copy of the confirmation for your records.
  - Provide a copy of your completion to your designated academic coordinator.

Students unable to successfully print proof of completion should report the issue to their school clinical placement coordinator or email [batwood@hawaii.edu](mailto:batwood@hawaii.edu)