

MHPC OTA Program

Clinical Lab Guidelines

Hours: Wednesdays, 9:00 am – 4:00 pm

Purposes of the Lab

Clinical simulations

Lab classes

Patient care skills: Practice & testing

Safety: There are vital elements of patient care related to safety. Patient safety is a critical part of patient care and therefore will be simulated during many lab activities. Critical behaviors included in safety are as follows:

**Hand hygiene before and after procedures

**Providing privacy

**Bed in low position and side rails (as appropriate) when leaving the client's bedside

**Utilizing proper body mechanics

**Maintaining sterility (if applicable)

**Maintaining "clean" environment

**Others, specific to skill that will be identified during class time

DO NOT practice any invasive procedures on anyone at any time!

Hand Hygiene (hand washing) must be done with actual soap and water **or** hand sanitizer at the beginning and end of lab when engaging in simulated client contact. Do NOT ingest soap and/or hand sanitizer. Labs of this nature will include kinesiology, splinting/modality, and practicum labs as well as indicated during hands-on labs as noted by your instructor.

Infection control procedures, utilize universal precautions procedures as outlined in course materials. This includes sanitizing equipment when utilized by more than one student prior to storage for the next lab.

Lab Attire:

- Clothing in good taste and in line with criteria outlined in the student handbook.
- Hair pulled back and off collar, closed toe shoes, nail polish, rings & piercings described in Student Handbook.
- Faculty has the right to refuse lab access if students are not dressed properly.
- Students are to wear fieldwork attire for the first month of spring semester lab classes.
- No cleavage, backs, bellies, behinds, bra straps or boxers (or any underwear) are allowed to be exposed.
- Students in violation will be asked to leave the lab and return when dressed appropriately.

Users of the clinical lab should display **professional, courteous conduct and communication** at all times.

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There are no excused absences (unless it's for a program-specific activity) from skills lab experiences. If an absence occurs, it is the student's responsibility to make arrangements for making up the missed clinical lab experiences.

Skills Practice (beyond assigned lab activities) is done on your own time. If the lab is locked, please ask your lab instructor in advance if you may have access during off hours.

Supplies for most of the skills practices will be available in the lab. Please bring your gait belt &/or goniometers to lab as indicated by course instructor.

Lab equipment: No equipment or supplies can be removed from the clinical lab without permission from the instructor. Students are expected to accept the responsibility for returning clinical lab supplies to the appropriate storage areas when completed. Use all equipment with care and report any malfunction to the lab instructor. Damaged/malfunction of clinical lab equipment must be reported immediately to the lab instructor. Do NOT ingest lab supplies, including but not limited to, theraputty, soap, and/or hand sanitizer.

Cleaning: Dispose of any trash in appropriate containers. Pick up and straighten up your practice area (including lab cabinets) before you leave the lab

Cell phones, pagers and other electronic devices must be switched to silent mode or turned completely off during lab experiences. Students may check messages on class breaks.

Evacuation procedures: Review and be aware of emergency procedures related to fire and inclement weather.

No photographs, audio or video recording by students permitted in the clinical lab unless assigned, and or preapproved by course instructor.

Violation of these guidelines will result in the involved party/parties being asked to leave and the time missed considered an unexcused absence.

And, lastly.....

The faculty wants students to become proficient and safe in patient/client care and succeed in their procedure/skill tests. **Please** be sure to ask your instructors for help when practicing the skills if you are unsure of how to do them. To assure availability of a specific faculty member, consider making an appointment.

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I have read the Clinical Lab Guidelines and had my questions answered. I agree to follow the guidelines at all times when in the Clinical Lab. Non-adherence to these expectations may constitute dismissal from the Clinical Lab.

Signed

Date

Print Name