

Guidelines for Your Observation Experience

To ensure your safety as well as that of our patients, visitors and staff we have a few guidelines that we ask you to follow during your time with us. If you have questions during your observation, please ask your mentor or the manager of the department.

Here are some important instructions regarding your observation experience:

- **Your Safety:** At all times during your job shadow, you must be supervised by your mentor or another designated Infirmary Health employee.
- **Patient Safety:** This opportunity is for observation only. To ensure patient safety, under no circumstances are you to provide any care directly to a patient.
- **Patient Privacy:** In order to maintain a safe, private environment for the patient, there may be situations in which you cannot participate. If that occurs, your mentor will make you aware of the situation.
- **Confidentiality:** Your observation will likely provide some interesting procedures that you may be eager to share it with family and friends. However, you must remember that you cannot discuss any patient information with anyone other than your assigned mentor. All patient information must be kept confidential.

During your observation time, remember to wash your hands with soap and water or use an alcohol-based disinfectant. Be sure to clean your hands before entering a patient's room, upon leaving a patient's room, after you use the restroom, and prior to eating anything.

Do not come for your observation experience if you are ill. Observers who display signs of illness, such as fever, cough, runny nose, chills, vomiting, etc. will be asked to leave immediately. If, at any time during your observation you feel sick, faint, nauseated or weak, please do not be embarrassed to alert your mentor! He or she will assist you.

Dress Code

Dress comfortably but professionally. Observers are likely to be standing or walking frequently. Shoes should be comfortable and closed-toe in clinical areas. Sandals, flip-flops or Crocs with holes are not acceptable.

Refrain from wearing excessive jewelry, colognes or body lotions.

If you bring a cell phone, it should be turned off during your visit. To protect patient confidentiality, absolutely no pictures are allowed to be taken in our clinical areas.

Be respectful and professional during your observation. Remember though that it is up to the patient to allow someone to observe his/her procedures. Do not be upset if you are asked to wait outside the room for a few minutes.