

Infirmiry Health System Clinical Rotation Checklist

(For instructor use only; checklist does not need to be sent
to Infirmiry Health facility contact person)

Dates of Clinical Rotation: _____

Day(s) of the week: _____

School/University: _____

Program Coordinator: _____

Instructor(s): _____

Unit(s): _____

ALL REQUIRED PAPERWORK and EDUCATION REQUIREMENTS (must be completed and turned in to the IHS contact person every semester at least 2 weeks prior to clinical start date in order to obtain an appointment to get name badges and parking decals).

- _____ 1. IHS Student Information Form (excel spreadsheet)
- _____ 2. I Heard/Read and I Understood
 - One form for each student in clinical group
 - One form for instructor
- _____ 3. Instructor Compliance Statement for each instructor
- _____ 4. LifeCare/EPIC Access Request Form
- _____ 5. Influenza Vaccination Verification Form (if applicable)
- _____ 6. Clinical Rotation Schedule
- _____ 7. Clinical Form
- _____ 8. LifeCare/EPIC Education
- _____ 9. Medication Dispensing System Education (instructors only)
- _____ 10. Obtain ID badges and parking permits at Employee Service Center
- _____ 11. Complete Instructor and Student Evaluations at the end of clinical rotation