

# **NURSING VALOR PROGRAM**



## **Summer 2016 VALOR Student & Preceptor Workbook**



# **Nursing VALOR Program**

## **INTRODUCTION**

The Nursing VALOR Program (Veterans Affairs Learning Opportunities Residency Program) is an honors program for nursing students who have completed the final semester of the junior year in an NLN-accredited baccalaureate or generic equivalent program. The VALOR program provides an opportunity for students to develop competence in a nursing specialty area, in addition to learning VA policies and procedures.

## **PROGRAM OBJECTIVES**

The clinical experience for the VALOR student will include a competency-based clinical practice with a qualified RN preceptor, and participate in educational programs. As a result of these experiences, the student will:

1. Gain clinical experience within a primary specialty area and within selected alternate areas;
2. Become familiar with policies, procedures and program particular to the VA system; and,
3. Obtain an overall view of the nursing profession and the various role components of the professional nurse.

## **GENERAL GUIDELINES FOR PRECEPTORS, PCTC, AND VALOR STUDENTS**

The VALOR student will be assigned a preceptor. The student will be assigned patient care duties according to what was learned in the last completed semester at the University. The student is free to design alternate professional experiences, provided that these experiences are approximate and agreed upon by the preceptor and the clinical instructor. Examples of alternate experiences may include time spent with the Clinical Nurse Specialist in Oncology, OR, Primary Care, HBPC, CBOC, Quality Management, or Utilization Review Nurses. All time spent away from the primary specialty area must be planned with the preceptor or clinical instructor.

## **EDUCATIONAL PLAN**

The program will be administered under the auspices of Angeli Medina RN, NYC VALOR Coordinator, NYC at extension 7626 & Santa Raziano, BK VALOR Coordinator at extension 6771. The student will assess his/her learning needs at the beginning of the experience together with the preceptor.

VALOR students will receive an HR & Service Specific Orientation employee orientation. Following the general orientation, a nine week training program will begin consisting of clinical orientation utilizing preceptors and individualized performance plans. A competency-based

orientation will be provided throughout the program. The clinical orientation is supplemented by continuing education programs offered at NYHHS, unit-based in-services and clinical rounds.

## **PROJECT GUIDELINES**

A special project of interest to the student, and one that will benefit or fill a need in the primary specialty area, will be required. The student will discuss ideas for this project with the preceptor, PCTC and VALOR Coordinator. The student will submit a written proposal to Angeli Medina RN, (9037-aW, Ext. 7626) and Santa Raziano RN (Ext. 6771) tentatively by June 21, 2016. The project will conclude with an oral presentation to Leadership tentatively on July 29, 2016. The oral presentation will be limited to approximately 10 minutes.

## **PROPOSAL GUIDELINES**

The project proposal will include the following:

1. The identified problem or need or area of interest.
2. The background (how/why this project is needed or is of interest).
3. The purpose and objectives of the project.
4. The project itself (how the need was met or the problem solved)
5. The evaluation of the project (was it effective?).

The use of teaching tools, such as power point, overhead transparencies, handouts, posters, etc. are encouraged. Education can assist in preparation of teaching tools.

## **Case Presentation Guidelines**

Students will present a case study to their fellow VALOR students, preceptors and other staff in their designated units on July 14 & July 28. The case study will be a patient with whom the student has been assigned. The presentation will be no more than 30 minutes. Criteria for the presentation will include:

1. Relevant and brief review of pathophysiology.
2. Brief biographical history of the patient.
3. Brief review of patient's history (reason for hospitalization, relevant past medical history, relevant family history, etc.)
4. Nursing plan of care (highlighting priority needs with interventions).
5. Current or relevant research.
6. Summary of patient outcomes.

## **EVALUATION PLAN**

Students will be requested to write their own objectives for their chosen specialty area at the beginning of the experience. The facility's clinical objectives, together with the student objectives, will be utilized to evaluate the experience. The evaluation process will be ongoing throughout the program. A written evaluation will be done at five weeks and at the completion of the program by the student and the program coordinator.

ANGELI MEDINA RN, BSN, MPA, CBCP, CEN, CBCP, AMBCI  
NYHHS VALOR COORDINATOR  
PATIENT SERVICE EDUCATION, NYC

SANTA RAZIANO RN, MSN  
VALOR COORDINATOR, BROOKLYN CAMPUS  
PATIENT SERVICE EDUCATION, BROOKLYN CAMPUS

**DEPARTMENT OF VETERANS AFFAIRS  
NEW YORK HARBOR HEALTHCARE SYSTEM**

**FUNCTIONAL STATEMENT  
VALOR NURSING STUDENT**

**QUALIFICATIONS:**

1. The VALOR Student is a citizen of the United States. The VALOR Student has the physical capacity to satisfactorily perform assigned duties and maintains a grade point average (GPA) of a minimum of a 3.0 on a 4.0 scale.
2. The VALOR Student is a student in an accredited school of nursing; completion of junior year with anticipated graduation in one year of entry into the VALOR Program.

**RESPONSIBLE TO:** VALOR COORDINATOR/ PCTC

**RESPONSIBILITIES:**

The VALOR Student adheres to established policies, standards of care, and standards of practice; provides direct nursing care; and fulfills requirements of Student Nurse in the VALOR Program. The VALOR Student is responsible to the Patient Care Team Coordinator (PCTC) of assigned unit, through the preceptor.

**STANDARDS:**

**1. PRACTICE:**

Uses the nursing process (assessment, diagnosis, outcome identification, planning, implementation, and evaluation). Accurately documents care of patients.

**CRITERIA:**

- a. Delivers safe basic nursing care to assigned patients with simple needs while developing technical competencies.
- b. Performs basic nursing functions such as checking vital signs, checking neuro signs, detecting signs and symptoms of bleeding, shock, and respiratory problems.
- c. Performs assigned complex technical procedures as phlebotomy, nasopharyngeal suctioning, suctioning of established tracheotomies, tracheal care, sterile dressings, nasogastric and gastrostomy tube feedings, urinary catheter insertion and irrigation, colostomy irrigation's, and decubitus care under the direct supervision of a preceptor or PCTC
- d. Observes and reports changes in appearance, reactions, and behavior as it relates to condition and medical treatment.
- e. Adheres to Medical Center, Nursing Service and Unit policies and procedures.
- f. Assists in the completion of admission

assessment by orienting patient to the environment.

- g. Participates in the initiation, implementation, and evaluation on the needed changes in the plan of care and in established goals with the patient/significant other.
- h. Assesses the patient's response to nursing interventions and reports to Preceptor/RN.
- i. Views medical record and provides input into discharge planning.
- j. Views medical record and provide input into documentation.
- k. Identifies basic patient education based on identified needs including preparation of procedures, tests and discharge, and communicate information to charge nurse and preceptor.
- l. Initiates basic emergency interventions in instances of life threatening emergencies, seeking assistance as necessary from Preceptor/RN.
- m. Initiates appropriate interventions for patients exhibiting disturbed behavior, seeking assistance of Preceptor/RN.
- n. Considers the cognitive, physical, emotional and chronological development of adult and geriatric patients while providing while providing care.

## **2. QUALITY OF CARE:**

Describes the quality improvement process, roles, and responsibilities, and identifies quality improvement activities on the unit.

- a. Identifies unit PI measures and results.
- b. Demonstrates beginning knowledge of PI activities/principles by participation in unit level PI activities.
- c. Participates in collection of data on the nursing unit to support research activities.
- d. Promotes patient and personnel safety.
- e. Demonstrates knowledge and practices principles of infection control and environmental safety.

## **3. PERFORMANCE:**

Participates in appraisal of own performance.

- a. Is dependable in fulfilling work commitments.

- b. Submits self-assessment to preceptor.
- c. Demonstrates patient/customer service focus.
- d. Participates in patient/significant educational activities.
- e. Demonstrates knowledge and skill level defined in competency requirements.
- f. Organizes and completes own assignments in a safe and timely manner.
- g. Maintains acceptable attendance.
- h. Demonstrates the ability to ask questions in relation to patient care.

## 5. COLLEGIALITY:

Establishes professional relationships with peers and seeks out colleagues for mutual information exchange.

- a. Communicates effectively with co-workers.
- b. Recognizes and utilizes the experience of others to gain skills and knowledge.
- c. Demonstrates support of EEO principles.
- d. Demonstrates sensitivity to cultural diversity in interpersonal relationships.
- e. Demonstrates cooperation in team efforts.
- f. Uses the chain of command to address unresolved patient care issues.
- g. Demonstrates effective inter-personal skills.
- h. Works and communicates effectively with others demonstrating ability to receive direction.

## 6. ETHICS:

Safeguards patient privacy and confidentiality, provides care in a non-judgmental, non-discriminatory manner, respecting the values and beliefs of members of all cultures.

- a. Maintains confidentiality of electronic, written, and/or verbal patient/employee information.
- b. Treats all patients with respect.
- c. Uses ethical/legal principles related to nursing, i.e. advance directives.
- d. Identifies institutional resources available to address ethical concerns.

- e. Understands legal and ethical implications of Patient Self Determination Act, the Patient Bill of Rights, and Advance Directives.
- f. Demonstrates an understanding of individuals; limitation such as sight, hearing, back ground, education, etc.
- g. Demonstrate knowledge appropriate to the patient population/age specific served in area of assignment. Including but not limited to physiology, psychological, cognitive, rehabilitation assessment, education age, cultural and evaluation of the following age and cultural specific populations to achieve therapeutic goals and provide reassurance.

## **7. COLLABORATION:**

Communicates with the patient and health care providers regarding patient care.

- a. Communicates plan of care to patients and communicates patient progress/changes/status to preceptor and charge nurse.
- b. Relates to others in a courteous manner.
- c. Demonstrates ability to be a team participant.
- d. Recognizes the patient's behavior may be related to hospitalization or the disease process, and respond appropriately.
- e. Utilizes input from others to accomplish patient and team goals.
- f. Communicates relevant information relating to patient, staff, or visitors to appropriate personnel in a timely manner.
- g. Works in a collaborative relationship with peers and superiors in maintaining nursing standards and practices.

## **8. RESEARCH:**

Assists in identifying problem areas in nursing practice.

- a. Identifies interventions that are ineffective and not research based.
- b. Consults with preceptor regarding practice based on new information, research findings and recommendations.
- c. Utilizes appropriate resources to solve patient care problems.

## **9. RESOURCE UTILIZATION:**



Provides care in a safe and cost-effective manner.

- a. Provides safe care and conserves resources effectively.
- b. Adheres to safety and health standards, regulations, and work practices.
- c. Uses personal protective equipment as required.
- d. Demonstrates knowledge of Fire Plan, and Emergency Disaster Plan.
- e. Demonstrates beginning awareness of the cost of resources.
- f. Demonstrates working practices that include adherence to Infection Control standards and the safe use and operation of equipment.

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**Cynthia Caroselli, RN, PhD**  
**Associate Director, Patient Services**

**COMPETENCY ASSESSMENT**  
**New York Harbor Healthcare System**

DATE \_\_\_\_\_  
 NAME \_\_\_\_\_  
 POSITION/GRADE \_\_\_\_\_  
 SERVICE/DEPARTMENT \_\_\_\_\_

VALOR STUDENT INITIAL COMPETENCIES		Verification Method	Initials
1.	Performs basic nursing functions such as checking vital signs, checking neuro signs, and detecting signs and symptoms of bleeding, shock, and respiratory problems.		
2.	Performs assigned complex technical procedures as phlebotomy, nasopharyngeal suctioning, suctioning of established tracheotomies, tracheal care, sterile dressings, nasogastric and gastrostomy tube feedings, urinary catheter insertion and irrigation, colostomy irrigation's, and decubitus care.		
3.	Observes and reports changes in appearance, reactions, and behavior as it relates to condition and medical treatment.		
4.	Assists members of the health team in the planning of the treatment programs.		
5.	Participates in the initiation, implementation, and evaluation on the needed changes in the plan of care and in established goals with the patient/significant other.		
6.	Demonstrates knowledge and practices principles of infection control and environmental safety.		
7.	Views medical record and provides input into documentation.		
8.	Adheres to Medical Center and Nursing Service and Unit policies and procedures.		
9.	Works in a collaborative relationship with peers and superiors in maintaining nursing standards and practices.		
10.	Communicates essential data relating to patient, staff, or visitors, which occur on the nursing unit or within the Medical Center to the Registered Nurse.		
11.	Demonstrates ability to work effectively with patients families/significant others and with professionals and support personnel.		
12.	Maintains acceptable attendance.		
13.	Maintains confidentiality in matters relating to patient's an/or staff matters.		
14.	Demonstrates the ability to ask questions in relation to patient care.		
15.	Participates in collection of data on the nursing unit to support research activities.		
16.	Participates in patient/significant educational activities.		
17.	Seeks learning experiences to strengthen areas requiring development.		
18.	Demonstrates effective inter-personal skills.		
19.	Works and communicates effectively with others demonstrating ability to receive direction.		

	Verification Method	Initials
<b>Equipment Competencies</b>		
1. HP Monitor strip recorder		
2. Checking defibrillator and transcutaneous pacemaker		
3. 12-Lead EKG		
4. Hill Rom Critical Care Bed (ICU)		
5. Pyxis		
6. Hill Rom Patient Call System		
7. Lift Equipment		
8. Precision G (verified by lab)		
9. Swan ganz/Cardiac Output (MICU)		
9. Alaris Pump		
10. Patient lift equipment		
11. Telemetry Box		
12. Bear Hugger Machine		
13. VS machine		
14. Bariatric equipment		
15. SCD Machine		
16. Verna Care		
17. Bladder Scanner		
18. Paging system		
19. LMS for on-line education		
20. AED		

<b>VERIFICATION METHOD</b>		
<b>OB</b> – Observation <b>D</b> – Demonstration <b>V</b> – Verbalization <b>A</b> - Attended Training/Inservice <b>M</b> - Mandatory Review <b>DR</b> - Document Review <b>O</b> - Other (Specify)	Employee Signature:	Date:
	Preceptor Signature:	Date:
	VALOR Coordinator:	Date:

**Competency Checklist: VALOR Student**

Orientee's Name \_\_\_\_\_  
(print)

Orientee: I understand that I am responsible for knowing the policies and procedures of Nursing Service and/or my service line at the New York Harbor Healthcare System, and that I am accountable for performing to the written procedures.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Preceptor: I verify that with each procedure, I have witnessed the above orientee perform those procedures competently and in accordance with the written policies and procedures of Nursing Service and/or Service Line.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Signature \_\_\_\_\_ Date: \_\_\_\_\_  
Patient Care Team Coordinator

Signature \_\_\_\_\_ Date: \_\_\_\_\_  
VALOR Coordinator

**Please return to the VALOR Coordinator and this will be kept at the Patient Services Education.**

**New York Harbor Health Care System**

**VALOR PROGRAM PRECEPTOR EVALUATION**

Brooklyn Campus \_\_\_\_\_ New York Campus \_\_\_\_\_

**VALOR Evaluation Form (to be completed by the preceptor/s)**

**VALOR Student:** \_\_\_\_\_

- 5 Outstanding** – Highest level of performance; this rating is given to the VALOR who consistently does far more than expected for the position. Numerous objective examples that support the rating are easily identified.
- 4 Exceeds Expectations** – This rating is given to the VALOR who consistently does more than expected for the position. Rating should be easily supported by several objective examples of going beyond job requirements.
- 3 Meets Expectations** – This rating is given to the VALOR who has consistently and fully satisfied the high performance expectations of Tarleton for the specific duties of the employee’s position.
- 2 Improvement Needed** – This rating is given to the who did not consistently meet performance expectations of the employee’s position.
- 1 Did not meet expectation**

<b>Please rate the VALOR according to the scale above:</b>	<b>5</b>	<b>4</b>	<b>3</b>	<b>2</b>	<b>1</b>
<b>1. Arrives on time; wears appropriate attire</b>					
<b>2. Verifies patient ID before each procedure.</b>					
<b>3. Completes head to toe assessment and uses appropriate documentation.</b>					
<b>4. Asks for assistance.</b>					
<b>5. Establish therapeutic rapport with patients.</b>					
<b>6. Plans/organizes work.</b>					
<b>7. Restocks and prepares for next shift.</b>					
<b>8. Adheres to policy regarding breaks and lunch.</b>					
<b>9. Correctly prioritizes patient care.</b>					
<b>10. Tests equipment for proper functioning prior to use</b>					
<b>11. Demonstrates patient-focused safety and comfort when receiving or transferring the patient</b>					
<b>12. Performs effectively in emergency situations.</b>					

**Summary Comments:**

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Preceptor: \_\_\_\_\_ Alternate Preceptor: \_\_\_\_\_

PCTC: \_\_\_\_\_

**PLEASE RETURN COMPLETED FORM TO:**

**ANGELI MEDINA RN, NYC**

**SANDY RAZIANO RN, BKL.**

**New York Harbor Health Care System**

**VALOR PROGRAM**  
**PROGRAM EVALUATION**

**Date:** \_\_\_\_\_

**Brooklyn Campus** \_\_\_\_\_

**New York Campus** \_\_\_\_\_

**VALOR Student:** \_\_\_\_\_ **(optional)**

**5 Outstanding** – Highest level of performance; this rating is given to the VALOR who consistently does far more than expected for the position. Numerous objective examples that support the rating are easily identified.

**4 Exceeds Expectations** – This rating is given to the VALOR who consistently does more than expected for the position. Rating should be easily supported by several objective examples of going beyond job requirements.

**3 Meets Expectations** – This rating is given to the VALOR who has consistently and fully satisfied the high performance expectations of Tarleton for the specific duties of the employee's position.

**2 Improvement Needed** – This rating is given to the who did not consistently meet performance expectations of the employee's position.

**1 Did not meet expectation**

<b>Please rate the VALOR according to the scale above:</b>	<b>5</b>	<b>4</b>	<b>3</b>	<b>2</b>	<b>1</b>
1. The objectives/expectations of my orientation and the VALOR program were clearly outlined and stated for me.					
2. The Skills Assessment & Competency Checklists were valuable guides to my orientation					
3. The preceptor(s) promoted my orientation and clinical experience with positive and constructive guidance.					
4. My orientation adequately prepared me to begin functioning independently in the unit.					
5. My orientation program met my expectations.					
6. My VALOR experience in the clinical area met my expectations.					

**Other comments:**

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