



**Clinical Agency Specific Orientation
CONFIRMATION OF COMPLETION**

TO BE COMPLETED BY STUDENT (and SCHOOL FACULTY if coming onsite with clinical group):

- A clinical agency specific orientation is completed annually per organization (Note: for some healthcare organizations, this is completed ahead of time online as per Step #3 on the student requirements page. Some organizations do not offer an online option as it happens onsite, first day).
- Whether you do a clinical agency specific orientation online or onsite, is your responsibility to also receive a unit/department orientation and safety walk on your first day of clinical for each clinical rotation you start. Please ask for one if your preceptor does not offer one to you.

I, _____ *(please print name)* certify that I have completed a clinical agency specific orientation (either in person or online prior to my rotation) as indicated below on the date(s) by my signature(s), as well as a specific department safety walk. Falsifying this statement or failure to comply with clinical agency policies will result in disciplinary action that may include expulsion from the clinical agency for the remainder of the clinical experience.

*****IMPORTANT: Please return completed form to your school coordinator for record keeping, NOT the healthcare facility.**

Form instructions: This form can be used and signed more than once, or one for each clinical rotation. See example below: If student did a rotation at ThedaCare Medical Center Berlin ICU, they would list info on the form. If rotation 4 months later was ThedaCare Medical Center New London Med Surg, student would either get original form from school and re-sign with second rotation details, or fill out new form (new campus, new unit = new safety walk and potentially different orientation). For a site with an online orientation, you have to fill out new information noting a safety walk on different unit was done.

CLINICAL AGENCY and UNIT/DEPT:	SIGNATURE	DATE
Example: ThedaCare Medical Center Berlin/ICU	Student/Faculty signature here	Date signed