



STANDARDS FOR INTERN CONDUCT

DURING CLINICAL AND EMS ROTATIONS

- 1) At all times during clinical rotations, professional conduct and attitudes will be expected of all students. Unprofessional conduct or attitudes toward program faculty or staff, clinical facility staff, patients, or the public in general may constitute grounds for dismissal from the course.
- 2) Park in the appropriate parking areas at each clinical site.
- 3) Report to the clinical site about 15 minutes before the beginning of their scheduled time. Be on time. Since the beginning of the shift is a busy time for the personnel on duty, do not expect to receive much of an orientation to the department until shift change responsibilities have been completed.
- 4) Make yourself available to perform any duties within the scope of your training. Try to stay busy at all times. When a clinical area is quiet and there are no patients to observe or help with, you may study.
- 5) If you are asked to perform a duty for which you have not been trained, **respectfully** advise the clinical staff the duty is beyond your scope of training. **PERFORMING DUTIES BEYOND AN EMT-PARAMEDIC'S SCOPE OF TRAINING OR IN WHICH YOU HAVE NOT YET BEEN TRAINED CONSTITUTES GROUNDS FOR DISMISSAL FROM THE COURSE.**
- 6) You may perform advanced skills **ONLY** under the supervision of your assigned EMS preceptors. During ambulance rotations, EMS personnel who are not preceptors may delegate patient care to you and report on your performance to your assigned preceptors. **PERFORMING ADVANCED SKILL UNDER ANY OTHER CIRCUMSTANCES CONSTITUTES GROUNDS FOR DISMISSAL FROM THE PROGRAM.**
- 7) You should actively participate in the care of each patient to whom you are assigned.
- 8) Observe the accepted rules of confidentiality while doing clinical rotations. Discuss a patient's condition or treatment only with the clinical personnel responsible for the patient's care. Any such discussions should be private, out of hearing of the patient and his family, and limited to the medical aspects of the case. Classroom discussion of patients may be appropriate under some circumstances. However, the patient's name, the clinical site, or the names of other personnel caring for the patient will **NOT** be mentioned under any circumstances. **VIOLATION OF PATIENT CONFIDENTIALITY IS GROUNDS FOR DISMISSAL FROM THE PROGRAM.**
- 9) All questions from the patient, their family and friends, or others regarding the patient's condition or treatment will be referred to the Preceptor.
- 10) Do not question the care of a patient in the presence of a patient or his family. Questions should be directed to the Preceptor at an appropriate time and place. Methods of treatment may vary depending on the patient's condition, the setting, and the preference of the Service Medical Director. Accordingly, any questions must be asked with due respect.

- 11) Do not discuss or criticize the actions of physicians, nurses, technicians, support staff, field EMS personnel, or program faculty or staff. If you have problems or concerns, take them up privately with the Clinical Coordinator or Paramedic Program Director.
- 12) Do not seek free medical advice for yourself, your family, or your friends while on clinical rotations.
- 13) Do not bring friends or relatives to clinical rotations under any circumstances.
- 14) Do not eat, drink, chew gum, or use tobacco in any form where patients can see you.
- 15) Do not smoke or use tobacco products of any kind in EMS vehicles. Do not smoke in the stations.
- 16) If the EMS ambulance and crew are not at the station when you arrive, they may be on a call. Please report to the officer-in-charge for further direction. If also may call the Clinical Coordinator to ask for instructions. Do not park your vehicle in the parking spots designated for the EMS personnel.
- 17) Do not enter EMS vehicles without the permission of one of the crew members.
- 18) Do not shut off or take keys from the EMS vehicles at any time.
- 19) Do not give out telephone numbers of EMS stations. Do not use these telephones for personal calls. **KEEP YOUR USE OF YOUR CELL PHONE TO A MINIMUM.**
- 20) When you meet the EMS crew you will be working with, be sure they know you are willing to learn and actively participate in the patient's care. Discuss the internship objectives and their plans for helping you satisfy the internship objectives with them.
- 21) Go through the ambulance to get an idea of where everything is. You may be asked to get things for the crew, and you need to know where items are located before you are out on a call.
- 22) If you happen to pick a slow day, be sure to have something along to do while waiting for calls. Do not expect the crew to sit and entertain you while you are at the station. EMS personnel are often full-time students, and they may go to their rooms, to study, to sleep, or just to be alone.
- 23) Do not eat food found at EMS stations and do not expect EMS crews to take you somewhere to get food.
- 24) If the EMS crew goes to bed before it is time for you to leave, turn off the TV and keep any other noise to a minimum until it is time for you to leave. **DO NOT SLEEP AT THE EMS STATIONS OR IN THE AMBULANCE. DO NOT WAKE THE CREW TO SIGN FORMS.**
- 25) Do not voluntarily stay beyond the end of your assigned shift. But be sure all work begun by you is finished before you leave.
- 26) Blood, urine, serum, plasma, spinal fluid, feces and other human biological materials are all capable of transmitting disease. Proper precautions should be taken at all times to avoid potential infection.
- 27) If you are injured on duty or have close contact with a patient who may be suffering from a communicable disease, consult with your Preceptor for the appropriate procedure to follow. Also, advise the EMS Program office as soon as possible.
- 28) If problems of ANY kind arise during clinical rotations, please discuss them with the lead instructor and the Program Director. **DO NOT ATTEMPT TO SOLVE PROBLEMS OR RESOLVE DIFFERENCES ON YOUR OWN.**
- 29) **YOU WILL BE EXPECTED TO COMPLY WITH ALL LAWFUL INSTRUCTIONS, ORDERS, OR DIRECTIONS GIVEN TO YOU BY PROGRAM FACULTY, STAFF, OR INSTRUCTORS; PERSONNEL OF THE HOSPITALS THROUGH WHICH YOU ROTATE; OR EMS PRECEPTORS OR SUPERVISORY PERSONNEL. FAILURE TO COMPLY WITH LAWFUL INSTRUCTIONS, ORDERS, OR DIRECTIONS MAY RESULT IN DISMISSAL FROM THE PROGRAM.**
- 30) This is only a partial set of standards of conduct and is not intended to be all inclusive. You are expected to exercise discretion and common sense, behave as a guest of the clinical facility, and represent the EMS Academy in a professional manner.