

Joseph F. McCloskey School of Nursing

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Reviewed: 9/2026	 Tina VanBuren, DNP, MSN, RN, CNS Director, School of Nursing	Student Affairs Committee

PURPOSE

To state the conduct expected of students in the classroom, in clinical settings, and in the Simulation Lab.

SCOPE

All students enrolled at the Joseph F. McCloskey School of Nursing (JFMSON).

DEFINITIONS

N/A

POLICY

Students must adhere to all policies outlined in the Student Handbook and all pertinent policies of Lehigh Valley Health Network. All JFMSON policies are posted on the school's website at LVHN.org/education/joseph-f-mccloskey-school-nursing/student-life. Students are responsible for reviewing the current posted version of each policy. If a policy is updated during the academic year, the updated version governs.

Concerns unrelated to academic decisions are addressed under the Non-Academic Grievance Policy #203. Concerns about academic decisions are addressed under the Academic Grievance Policy #212.

PROCEDURE**Classroom**

- Students must be in the classroom before the scheduled start time and be prepared to engage in all learning activities. Cellphones and all electronic devices must be turned off during all classroom activities.
- Students must comply with the Artificial Intelligence Policy #213. AI tools such as ChatGPT, Microsoft Copilot, or Gemini may be used in coursework only when permitted by faculty, must never replace a student's own analysis, clinical judgment, or original work, and must be disclosed and cited when faculty require it. Submitting AI-generated content as original work without authorization, or using AI tools during exams, quizzes, or assessments when prohibited, is a violation of the Academic Integrity Policy #200.

Clinical

- Students are required to be on the assigned clinical unit or at the assigned clinical agency at the time specified by the clinical instructor. Students are expected to be prepared for all clinical assignments as outlined in the Clinical Practice Assignments Policy #215 and the Dress Code Policy #208. Cellphone use is prohibited in the clinical practice setting.
- Students are not permitted to leave their assigned clinical areas to visit students, staff, or patients in other clinical areas. Students may not leave the main hospital facility while participating in clinical activities (for example, going off campus for lunch) without permission from the assigned clinical instructor.
- Students have a legal, ethical, and professional obligation to maintain confidentiality relating to all patient information. Discussion of such information with the public or other personnel not directly involved in the patient's care is prohibited. Nonidentifiable patient information may be used for educational purposes in the classroom and clinical setting. Refer to the Lehigh Valley Health Network confidentiality (HIPAA) statement policy.

Simulation Lab

Simulation case scenarios in the Simulation Lab involve active participation for all students. Mannequins are to be used with respect and treated as if they are live patients. The Simulation Lab is a learning environment. Situations simulated in the lab are used as a learning tool, and no discussion of students' actions should take place outside the lab. A debriefing session will be provided for all simulation experiences.

To preserve the realism of the scenarios used in the lab and to provide an equitable learning experience for each student, all persons using the lab will be required to sign a confidentiality agreement. The scenarios are not to be discussed outside of the simulation and debriefing sessions. If a student discloses any simulation information, it is considered cheating under the Academic Integrity Policy #200, and the student will receive a failing grade for the simulation, may be excluded from any further simulation experiences, and may be subject to disciplinary action. Students are expected to uphold all requirements of HIPAA and agree to report any violations to the faculty or instructor.

If a piece of equipment comes up missing or is broken, it is the responsibility of the student to report it to the faculty. Each student must adhere to the following rules concerning equipment:

- When working in the Simulation Lab, students must wash their hands upon entering with gel, or soap and water if visibly dirty.
- Always use gloves when working with mannequins or task trainers.
- No jackets, coats, school bags, or purses are to be placed on the patients' beds or inside the simulation rooms.
- No pens or markers are allowed in the labs, only pencils.
- No eating or gum chewing is allowed in the Simulation Lab. Beverages in a closed container only may be used in the nurses' station.
- Under no circumstances may sharps or supplies be removed from the Simulation Lab without permission from an instructor.
- All sharps must be disposed of in an appropriately labeled sharps container.
- All injuries shall be handled in accordance with JFMSON policy.

- The medical and disposable equipment within the Simulation Lab should never be used for clinical purposes. It should be treated with the same safety precautions employed with actual clinical equipment.
- Simulation mannequins may not be moved from the beds unless in the presence of an instructor.
- The simulation rooms and the nurses' station should be cleaned after use. Trash bins for disposal are to be placed outside the room by support staff.

Violations

Violations of this policy are addressed by the course faculty and the Director of Nursing. Sanctions may include a written warning, a failing grade for the affected activity, removal from the clinical or simulation setting, probation, or dismissal, according to the severity and frequency of the conduct. A student may grieve a conduct decision under the Non-Academic Grievance Policy #203.

REFERENCES

Academic Integrity Policy #200. Non-Academic Grievance Policy #203. Dress Code Policy #208. Academic Grievance Policy #212. Artificial Intelligence Policy #213. Clinical Practice Assignments Policy #215. Lehigh Valley Health Network confidentiality (HIPAA) statement policy.

REVIEW and APPROVAL

This policy is reviewed annually by the Student Affairs Committee.