

## Dedicated Education Unit (DEU) Implementation Checklist

Date DEU checklist completed: \_\_\_\_\_ Month/year DEU implemented: \_\_\_\_\_

Clinical facility: \_\_\_\_\_ Unit: \_\_\_\_\_

School of Nursing partner: \_\_\_\_\_ Patient care specialty: \_\_\_\_\_

No. of BSN clinician instructors: \_\_\_\_\_ No. of Non-BSN clinician teachers \_\_\_\_\_

Does your unit accommodate students from other nursing schools?  Yes  No  Don't know

Does your unit accommodate students who are provided clinical instruction directly from a nurse education clinical or academic faculty member?  Yes  No  Don't know

Review Team: \_\_\_\_\_

### Purpose of the DEU Implementation Checklist

The Dedicated Education Unit (DEU) Implementation Checklist is a tool that is designed to gather information about implementation of the DEU model at your unit or healthcare setting. The purpose of this tool is to provide information that DEU partners may use for planning purposes. There are no right or wrong answers – the important thing is to be as accurate as you can. The DEU Implementation Checklist is organized into seven sections:

- A. Readiness for the DEU Model
- B. Relationship between the nurse education program and clinical partner
- C. Clinical faculty coordinators
- D. Clinician instructors/teachers
- E. DEU clinical education environment
- F. Clinical team
- G. Evaluation and quality assurance

### Important Vocabulary Terms

*Nurse education program* refers to the academic institution's accredited school or college of nursing, or the academic institution's nurse education program.

*Clinical partner* refers to the health care facility or agency that provides clinical placements for the nursing students.

*Clinical faculty coordinators* are university faculty members that provide clinical supervision and support to the unit-based clinician instructors/teachers and student nurses.

*Clinician instructors* are BSN-prepared unit-based nurses that provide clinical mentorship, teaching, and supervision for the nursing students.

*Clinician teachers* are non-BSN prepared unit-based nurses or clinicians who provide clinical mentorship, teaching, and supervision for the nursing students.

*Clinical education team* is a representative team (clinical faculty coordinator, clinician instructors and clinician teachers) that provides clinical mentorship, teaching, and supervision for the nursing students as they learn the various roles of the health care setting.

## Dedicated Education Unit (DEU) Implementation Checklist

**Instructions:** Please read the Checklist items. Please indicate if the item is *Not in place*, *Partially in place*, or *Fully in place*. Please mark *Don't Know* in the Comments column if you are unsure or don't have the information required to determine the item's level of implementation. Please record the information source or sources that you used to determine this rating.

A. Readiness for implementing the DEU model	Level of implementation			Comments
	Not in place	Partially in place	Fully in place	
1. The leadership of the nurse education program and clinical partner endorse the DEU model.				
2. Increasing the quality of clinical education for the student is the highest priority for the nurse education program and clinical partner.				
3. The health care and nursing community believe the DEU model supports their organization's goals.				
4. The State Board of Nursing believes the DEU supports their goals for the nursing workforce.				
5. The political and social climate seems "right" for starting a DEU.				
6. The nurse education program and clinical partner commit resources to planning and development of the DEU model.				
7. The nurse education program and clinical partner have a liaison to coordinate and help plan DEU implementation.				
8. DEU planning/advisory committee members identify and agree on a written set of core values or assumptions for DEU model.				
B. Relationship between the DEU partners	Level of implementation			Comments
	Not in place	Partially in place	Fully in place	
1. The nurse education program administrator and nurse executive provide oversight of the DEU model.				
2. Stakeholder meetings include administrators, coordinators, and DEU program implementers (clinical faculty coordinators, DEU clinician instructors/teachers).				
3. Stakeholder meetings are conducted at least twice yearly.				
4. The DEU partners have an established process for communication between stakeholder meetings.				
5. The nurse education program and clinical partner use a set of core DEU values or assumptions to guide decision-making and planning.				
6. The nurse education program and clinical partner have the necessary resources to operate a DEU.				
7. Decision-making is by consensus between the nurse education program and its clinical partners.				

## DEU Implementation Checklist

C. Clinical Faculty Coordinators	Level of implementation			Comments
	Not in place	Partially in place	Fully in place	
1. The student to clinical faculty coordinator ratio is 16:1 or less.				
2. Clinical faculty coordinators and didactic faculty meet regularly to discuss DEU issues, share best practices, and coordinate clinical instruction.				
3. Clinical faculty coordinator communicates with the nurse manager on a routine basis.				
4. Formal communication processes are in place between the clinical faculty coordinator and clinical instructors/teachers.				
5. Clinical faculty coordinators receive orientation to prepare them for their clinical education role.				
6. Clinical faculty coordinators receive on-going professional development and supervision.				
7. Clinical faculty coordinators ensure the clinical curriculum objectives actively guide the students' clinical instruction.				
D. Clinician Instructors or Clinician Teachers	Level of implementation			Comments
	Not in place	Partially in place	Fully in place	
1. The nurse manager or program administrator selects unit personnel for the clinician instructor/teacher positions.				
2. Clinician instructor/teachers receive orientation to prepare for their clinical role that includes five components:				
i) Nurse education program's mission, philosophy, and curricular design				
ii) DEU concept and model of clinical instruction				
iii) Adult learning principles and situated coaching strategies				
iv) Clinical reasoning tool				
v) Course syllabus and objectives				
3. Continuing education sessions related to clinical teaching are conducted annually for clinician instructors/teachers.				
4. The student to clinician instructor/teacher ratio is 2:1 or less.				
5. Clinician instructors/teachers are responsible for the same students throughout the entire rotation.				
6. Clinical instructors/teachers work on their students' designated clinical days throughout the entire rotation.				
7. Clinician instructors/teachers receive compensation and/or recognition (e.g., monetary compensation, adjunct faculty privileges, clinical ladder advancement, professional development opportunities, etc.).				
8. The clinical partner releases nurses and clinicians to attend orientation and professional development.				
9. Clinician instructors/teachers participate in the evaluation of their students.				

## DEU Implementation Checklist

E. DEU clinical education environment	Level of implementation			Comments
	Not in place	Partially in place	Fully in place	
1. The DEU manager does not schedule students from different nurse education programs at the same time on the DEU.				
2. The majority of unit personnel understand the basic components of the DEU model.				
3. The majority of unit personnel agree that student education is a high priority for their unit.				
4. Unit personnel are flexible about shift scheduling and float assignments to accommodate the schedule of clinician instructors/ teachers.				
5. Unit personnel are proactive in creating learning opportunities for students.				
6. Unit personnel always answer students' questions.				
7. Students are an integral part of the unit's daily operations.				
8. Unit personnel are proactive in creating interdisciplinary learning activities for the student.				
9. Communication and rotation assignments are integrated into the unit routines and flow.				
F. Clinical education team members	Level of implementation			Comments
	Not in place	Partially in place	Fully in place	
1. Clinical faculty coordinator and clinician instructor/teacher communicate face to face every clinical rotation day.				
2. Clinical education team members have shared goals and a strategic plan for maintaining or improving the DEU's quality.				
3. Clinical education team members understand and agree with the organization of their roles and responsibilities.				
4. Clinical education team members always respect each other's expertise and ability to support quality clinical education for the student.				
5. Clinical education team members agree with the clinical learning goals and expectations for their students.				
6. Clinical education team members use solution-focused problem-solving to resolve concerns in a timely matter.				
7. Clinical education team members have an equal partnership in addressing student learning and discipline needs.				

## DEU Implementation Checklist

G. Evaluation and quality assurance	Level of implementation			Comments
	Not in place	Partially in place	Fully in place	
1. Student evaluations indicate the DEU clinician instructors/teacher or instructor team member were professional and effective clinical educators.				
2. Clinician instructor/teacher evaluations indicate the clinical faculty coordinator provided timely, effective support for the DEU.				
3. Clinical faculty coordinator evaluations indicate the clinician instructor/teacher provided effective clinical instruction for the student.				
4. Clinical education team members assess the quality of their working relationships after each rotation.				
5. A DEU planning/advisory committee meet regularly to review evaluation and quality indicator data.				
6. Clinician instructors/teachers receive written evaluations completed by students and the clinical faculty coordinator at the end of each semester.				
7. Clinical faculty coordinators receive written evaluations completed by students and the clinician instructors/teachers at the end of each semester.				
8. Nursing administrators receive copies of all clinician instructor/teacher evaluations to include in the agency's performance appraisal process as appropriate.				