**SCHOOL OF NURSING, MIDWIFERY and
PARAMEDICINE**

GUIDELINE

Personal Electronic Devices in the clinical setting

IMPLEMENTATION PRINCIPLE

Curtin School of Nursing, Midwifery and Paramedicine use of Personal Learning Space (PLS) platform for online 'electronic portfolios' (e-Portfolio) and electronic assessment tools such as the 'National Competency Assessment Schedule' (NCAS). PLS contains both an e-portfolio and e-assessment tool for personal development, continuing professional development, learning, teaching and assessment. While in the clinical area students are required to access their PLS account to complete the e-assessment tool. PLS can be accessed via a desktop computer or Personal Electronic Devices (PED). Students must not rely solely on the use of a facility's desktop computer as this may not be available.

GUIDELINE DETAILS

1. **Requirements:**

- Students are required to have access to a PED with internet/mobile data.
- A PED may include (but not limited to), laptop computers, tablet devices, notebook PCs, smart phones, android devices and personal digital assistants (PDA).
- Where available, the student must seek permission from supervising staff to use the facility's computer.
- If a computer is unavailable then a PED may be used in a professional manner and in accordance with the industry partner's policies and guidelines concerning the use of PEDs and the use of the internet.
- Supervising staff may request to read and sign entries in the electronic assessment tool (NCAS e-document). Signatures cannot be altered once entered.
- Students are required to manage the battery life of their PED and should ensure that devices are fully charged for the duration of the shift, before bringing them to the health setting.

2. **Role and responsibilities:**

- Students are responsible for using the PED for the correct purposes of Unit and Course requirements.
- Inappropriate use of the PED while in the clinical setting will result in the student being placed on a Clinical Learning Contract for unprofessional behaviour. Inappropriate use, as deemed by the nurse and/or Unit Coordinator includes, but is not limited to, using social media or visiting webpages that are not related and/or relevant to clinical placement and study. Inappropriate use of the PED can lead to termination from the clinical placement and result in a FAIL grade for the practicum. Outcomes of a FAIL grade as a result of inappropriate use of a PED will be made in collaboration with the Unit Coordinator and Fieldwork Coordinator.
- Students are responsible for explaining to supervising staff the purposes of using a PED when in the clinical setting.
- Students are responsible for abiding by any requirements of the industry partner in relation to the use of PEDs and internet within the clinical setting.
- Students should not use PLS in a way which may reflect unfavourably upon the user, other PLS users

and Curtin University.
- Students are responsible for the security of the PED. Neither Curtin University nor the industry partner will hold any responsibility towards these items if they are lost, stolen or damaged.
- Students are responsible for cleaning PEDs as per the industry partners' infection control policies.
- Students are responsible for abiding by Curtin University's Academic Integrity Policy, Guiding Ethical Principles, Social media guidelines, NMBA Social Media, Curtin Information Technology Services (ICT) guidelines.

RELATED DOCUMENTS/LINKS

- School Guideline: Confidentiality of client information in clinical practice
- School Guideline: Student dress standard requirement for clinical practice and laboratory attendance
- School Guideline: Preparation for and completion of clinical practice; clinical time missed and exclusion to clinical practice; clinical learning contracts (clinical experience)
- Fieldwork Policy and Procedures
- Fieldwork Manual
- Australian Health Practitioner Regulation Agency Social Media Policy

RESPONSIBILITIES	
Contact Person	Clinical Fieldwork Coordinator
Approval Authority	Courses Learning and Teaching, School of Nursing, Midwifery and Paramedicine
Date for Review	May 2021

REVISION HISTORY

Revision Ref. No.	*Approved/ Updated/ Administratively Updated/Reviewed*	*Date*	*Authority*	*Document Reference*