CC Nursing Caregivers who are Undergraduate or Graduate Students *with Project Work*
and *BSN Students (may or may not be CC Employees)* completing a capstone or final project prior to graduation

Below are Contact Personnel to aide in Student ONBOARDING prior to Project Work Start Up

Student requirements checklist	CC Florida Weston	CC Martin Health (3 sites)	CC Indian River	Northeast Ohio
BSN student <u>onboarding</u>:	Estela Villalona Admin. Program Coord. Ph: 954-689-5384 x65384 StudentOnboarding@ccf.org	Kyesene Fenn Admin. Program Coord. Ph: 772-223-5945 x 13444 fennk@ccf.org	Allison Massey Nursing Professional Development Specialist Ph: 772-567-4311 x1794 masseya@ccf.org	undergraduatenursing@ccf.org
Bachelor's degree <u>onboarding</u>: (1) RN non-BSN program or (2) Non-RN Nursing Institute employee	Florida sites: See BSN student onboarding above			CHPEOnboarding@ccf.org
Graduate degree nurse student <u>onboarding</u> (i.e., advanced practice providers [APPs]):	Kim Hilty Program Mgr. Ph: 216-312-0925 khilty@ccf.org	Jennifer Kaplan Program Mgr. Ph: 561-764-3513 kaplanj4@ccf.org	Lorraine Rhoden Program Mgr. Ph: 321-391-6089 rhodenl@ccf.org	Nursing Practice Support Ph: 216-445-7258 docherj@ccf.org
Health professions	In Florida, see "Graduate degree APPs" above			
Graduate degree, non-nursing <u>onboarding</u>:	Nurses: See "bachelor's degree, non-nursing onboarding" above.			CHPEOnboarding@ccf.org
<u>Student badging</u> (contractor's badge) - must wear in clinical areas when implementing projects, even if the employee works in the area.	Refer to the specific onboarding personnel above.	Students need to login to Silkroad and follow instructions for obtaining a Cleveland Clinic student badge.	Students need to login to Silkroad and follow instructions for obtaining a Cleveland Clinic student badge.	Students need to login to Silkroad and follow instructions for obtaining a Cleveland Clinic student badge.

12-27-23

	CC Florida Weston	**CC Martin Health (3 sites)**	**CC Indian River**	**Northeast Ohio**
CC-college <u>Affiliation Agreement</u> contact: • CC must have a LEGAL affiliation agreement with the student's college BEFORE the student can complete any project work on site (regardless if the project involves employees or patients)	Send affiliation agreement inquiries to the specific onboarding personnel above.	Send affiliation agreement inquiries to the specific onboarding personnel above.	Send affiliation agreement inquiries to the specific onboarding personnel above. **Additional Nursing contact:** Linda Williamson Nursing Professional Development Specialist Ph: 772-567-4311 x1095 willial30@ccf.org	Angela Buzzard, Program Mgr., Nursing Education Ph: 216-445-8125 buzzara@ccf.org OR If student's college is NOT affiliated: Chris Szweda Sr. Dir. of Nursing Education szwedac@ccf.org
Application manager for project work (graduate students)				**ACEMAPP:** Jennifer Docherty (contact info above)

<table>
<tr><td colspan="5" align="center">Practicums or Semesters with PROJECTS that will be implemented and evaluated as a requirement for graduation</td></tr>
</table>

Project plan REVIEW and APPROVAL to proceed in conducting the project at CC	<u>PhD and DNP</u>: **QI, needs assessment, EBP, capstone, and research projects and master's degree research projects.** • Office of Nursing Research and Innovation <u>nurse scientists</u> • Contact: Nancy Albert, PhD, Ph: 216-444-7028, albertn@ccf.org <u>BSN and master's degree</u>: **QI, needs assessment, EBP, capstone (and any other name used) projects.** • Office of Nursing Research and Innovation <u>research manager</u> • Contact: Michelle Levay, MSN, Ph: 216-445-4749, levaym@ccf.org **Our roles**: assess project plan to assure vulnerable employees are not under undue influence; that the project does not meet the definition of research but is being called QI; that HIPAA expectations are followed, and CC proprietary data is maintained on CC property or proper authorization has been granted for data to leave.

SUPPORT for the student to complete their projects on a CC site/work area:
• Nurse leaders, administrators, and physicians can provide a note of "support" to use a CC work site, but approval to complete the project within CC (any site) and readiness to implement requires review and approval as described in the green section above.