ATACS Regulations

J. Hector Aranda, BS, CHSOS
Faculty Associate
Director of Operations
Center for Advanced Teaching and Assessment in Clinical Simulation

Texas Tech University Health Sciences Center El Paso
Objectives

• Define general policies, procedures and guidelines
• Describe process of requesting a session
• Establish best practices in conducting a clinical simulation session
General policies, procedures and guidelines

• ATACS area restricted access
  – Limit access to unauthorized persons
  – Protect the safety for all persons utilizing Center
  – Ensure protection for equipment
• ATACS Director is only person who can authorize access
• No 24hr access
General policies, procedures and guidelines

- Learners
  - Are not permitted to be left unsupervised
  - Faculty instructors must be available throughout the session
  - Instructors are to follow procedures to ensure safety
Session Request
Session Request

Use of ATACS Request Form

Name: ________________________
Email address: ________________________
Department: ________________________
Phone Number: ________________________
Alternate Name: ________________________
Alternate Email: ________________________
Alternate Phone Number: ________________________
Course Name: ________________________

Number of Learners: ________________________
Type of Learners (student, resident etc.) ________________________

*Date(s) requested: ________________________ *Note: Mondays and Thursdays are reserved for MS1 and MS2 students.
*Alternate Date(s) requested: ________________________
Time slot(s) needed: (0:00a.m. - p.m. to ?)

Supplies needed: (Syringes, gloves, laryngoscopes etc.) ________________________

Equipment needed: (Mannequins, Partial Task Trainers etc.) ________________________

Rooms needed: (classroom - 1 available, patient room(s) – 10 available, debrief room – group or individual – 1 of each available, Sim room(2) – 2 available, Partial Task room – 2 available)

List Qualified Faculty Observer/Instructor(s) ________________________

Course Objectives: (list at least three) ________________________

Course Description: ________________________
Session Request

If you have any questions please contact:

Erick Oritz
Analyst
Center for advanced Teaching and Assessment in Clinical Simulation
Paul L. Foster School of Medicine
TTUHSC – El Paso
El Paso, Texas 79905
915.215.4385

or

Deida Sanchez-Vasquez
Lead Analyst – Standardized Patient Program
Center for advanced Teaching and Assessment in Clinical Simulation
Paul L. Foster School of Medicine
TTUHSC – El Paso
El Paso, Texas 79905
915.215.4380

If “Standardized Patients” are needed Please Contact Deida Sanchez-Vasquez

(If applicable) Quote for session will be sent to Departmental Chair for approval upon verified scheduled date and time.

Please send completed form via email to:

ElPasoAtacsCenter@ttuhsc.edu, deida.d.sanchez-vasquez@ttuhsc.edu and erick.ortiz@ttuhsc.edu

Or Fax to: 915.783.6214
Conducting Simulation Session
After request has been made

• Does it need to be recorded
• What type of space are you looking for
• Type of Event
  – Standardized Patient
  – Simulation
  – Hybrid Simulation
• Equipment and Supplies
One or two weeks before session

• Set up a run through before the day of the assessment

• Prepare and print paperwork, including score sheets, information and guidance for all those involved

• Determine focus for Feedback

• Give clear directions
  – Where to go
  – When to arrive
  – What to expect
  – How long the session will take

• Provide list of learners
Day of Session

• Conduct short verbal briefings for assessors and simulation specialists

• Confirm number of learners

• Conduct briefing for learners so they know what to expect and how they will be evaluated

• Communicate any last minute information that may not be included in the advance information

• Learning activity:
  – Take time to debrief after the session
After Session

• Staff follow up
• Recording access
• Checklist access
Open for Tour

• Specific Equipment
Questions
References

