Instructions for Clinical Practice
(Bachelor degree students - Internal medicine, Perioperative nursing, Pediatric nursing and Mental health nursing)
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CLINICAL TEACHERS OF NURSING

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Intensive care
Emergency department
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Contact us:
firstname.lastname@kuh.fi
Part of Heart Center:
- Cardiac Ward 2241
- Cardiac Unit 2242
- Cardiac Outpatient Clinic 3241
- Coronary Care Unit 4601
- Cardiac Procedures 4611

Part of Neuro Center:
- Neurology Inpatient Ward 2253
- Neurology Outpatient Clinic 3253

Part of Cancer center:
- Cancer Center Inpatient Ward 2651
- Oncology Outpatient Clinic 3651
- Infusion Outpatient Clinic 3652
- Palliative Treatment Outpatient Clinic 3653
- Haematology Outpatient Clinic 3113

Medical Center:
- Haematology Ward 2103
- Internal Medicine Ward 2106
- Kidney, Rheumatism and Infectious Diseases Outpatient Clinics 3111/3112
- Dialysis Ward 4630
- Renal Diseases Outpatient Clinic 3114
- Endocrinology and Nutrition Outpatient Clinic 3103
- Inpatient Ward of Respiratory Diseases and Internal Medicine 2108
- Outpatient Clinic and Procedure Unit of Respiratory Diseases 3801
- Dermatology Outpatient Clinic 3601

Department of Nursing Services
- Deputy Nursing Unit 11065
• Deputy Department 11065, 9th floor
• Endocrinology and Nutrition Outpatient Clinic 3103, 5th floor
• Dermatology Outpatient Clinic 3601, 4th floor
• Outpatient Clinic and Procedure Unit of Respiratory Diseases 3801, ground floor
• Inpatient Ward of Respiratory Diseases and Internal Medicine 2108, 8th floor
• Neurology Inpatient Ward 2253, 5th floor
• Neurology Outpatient Clinic 3253, 1st floor
• Haematology Ward 2103, 7th floor
• Internal Medicine Ward 2106, 8th floor
• Cardiac Ward 2241, 4th floor
• Cardiac Unit 2242, 4th floor
• Cardiac Outpatient Clinic 3241, 4th floor
• Cancer Center Inpatient Ward 2651, 8th floor

Oncology Outpatient Clinic 3651 / Infusion Outpatient Clinic 3652 / Palliative Treatment Outpatient Clinic 3653

Cardiac Procedures 4611, 2nd floor (Uusi sydän, Building C)

Coronary Care Unit 4601, 2nd floor (corridor)

Dialysis Ward 4630, 4th floor

Cancer Center Inpatient Ward 2651, 8th floor

Kidney, Rheumatism and Infectious Diseases Outpatient Clinics 3111/3112, 1st floor
In Kuopio University hospital, we are committed to follow the good national and international nursing guidelines and rely our decisions on scientific or reliable evidence.

Nursing recommendations and measurements tools are mostly in Finnish:

- Recommendations for pain management: [https://urly.fi/YjG](https://urly.fi/YjG)
- Pressure ulcers: [https://urly.fi/YjJ](https://urly.fi/YjJ)
- Falls prevention: [https://urly.fi/Yjl](https://urly.fi/Yjl)
- Take also look to Terveyskylä!
  - It is innovative virtual hospital of different special fields
  - all of the information bases on evidence
  - A lot of guidelines which will help you when advising patients

[https://www.terveyskyla.fi/](https://www.terveyskyla.fi/)
AFTER MY CLINICAL PRACTICE:

I give CLES feedback to the unit. I will also give feedback to my own instructor at the end of the internship at the latest.
I remember leaving a copy of the signed work form in the unit. I will return the key card as soon as the clinical practice is over.
<table>
<thead>
<tr>
<th>Unit Description</th>
<th>Where to Go</th>
</tr>
</thead>
<tbody>
<tr>
<td>Surgical outpatient unit 3201:</td>
<td>To Kaarihospita info, I ask to make a phone call to assistant head nurse Ulla Virkkunen</td>
</tr>
<tr>
<td>Endoscopy unit 4381, ENT-outpatients unit 3551, Gastro surgery ward 2205, Heart-, Thorax- and Vascular surgery ward 2244/2243:</td>
<td>To the unit's secretary's desk</td>
</tr>
<tr>
<td>Orthopedic ward 2201, Traumatology ward 2203, Neurosurgery ward 2251:</td>
<td>To the lobby of the ward</td>
</tr>
<tr>
<td>Dermatology, plastic surgery and urology ward 2202/2211 And ENT-ward 2511:</td>
<td>To the head nurse's (Saija Aarni) room</td>
</tr>
</tbody>
</table>

1. *after clinical teacher’s of nursing Info hour/ directly, if I do not participated to the Info hour, see Handbook for clinical practice*
As a perioperative nursing student I get familiar with the nursing recommendations and measurement tools

- Recommendations for pain management (HOTUS, in finnish) - https://urly.fi/YjG
- Pressure ulcers https://urly.fi/Yjl
- Malnutrition – NRS2002
- Falls prevention– nursing recommendation (in finnish) https://urly.fi/Yjl
- Care-related infections – t. ex. Hand hygiene (in finnish) see https://urly.fi/YjL

- See also Terveyskylä https://urly.fi/YjM houses (finnish) Infektiotalo, Kivunhallintatalo, Leikkauskseen tulijan talo, Lääketalo, Aivotalo, Niveltalo, Sydänsairaudet, Verisuonitalo..
SKILLS STATIONS FOR PERIOPERATIVE NURSING STUDENTS

SKILLS STATIONS AUTUMN 2020:

• For students, who start their clinical practices at weeks 37 (7.9.) and 47 (16.11.)
• Notice the schedules for weeks 37, 47:
  o At 12 am Skills stations info and grouping, Kaarisairaala kokoushuone 4067A
  o Skills stations at 12:15-15:30
MULTIPROFESSIONAL COLLABORATION

Info: The surgical patient's preoperative process (in finnish)
Preoperative nurse Satu Jääskeläinen, surgical policlinic & anesthesia nurse Kaisa Rusanen, anesthesia pre-policlinic
Surgical out patient clinic, room K48, Kaari Hospital (voluntary, no need to enrol)
  • Wednesday 16th of September at 1-2:30 PM (week 38)
  • Wednesday 28th of October at 1-2:30 PM (week 44)
  • Wednesday 25th of November at 1-2:30 PM (week 48)

In addition
• Ward pharmacist in most of the units, schedule for 1-2 days
• Stoma nurse, ulcer nurse, sexual therapist 3201
• Neuromodulation nurse 2251
• Hospital attendants 2201, 2203, 3201
• Discharge -nurse
• Medical social worker, physiotherapist, nutrition therapist

PERIOPERATIVE NURSING
(surgical wards and outpatients units)
VISIT AT THE OR OR RECOVERY ROOM

I have to ask a permission:

a) If the patient comes to operation from home (LEIKO), I call and ask the head nurse OR assistant head nurse (see next page)

b) If patient goes to surgery from the ward:
   • I ask the patient
   • I call and ask the head nurse OR assistant head nurse (see next page)

   • Working uniform: blue jacket and trousers, surgery cap, surgery mask, shoes and socks

Make a phone call to the head nurse / assistant head nurse, to make an agreement for your visit (their phone numbers can be found in KUH internal phone book)
VISIT AT THE OR OR RECOVERY ROOM

• I remember to introduce myself to the OR team
• I remember, that also urgent and emergency cases can occur
  o If I confront this kind of situation, I won’t get scared – the staff’s action may change; leading, orders, extra staff etc.
  o I can watch the situation from further off, where I will be guided
  o I will discuss about the situation with the team / my mentor: what happened, how did the team act and why etc.
AFTER MY CLINICAL PRACTICE:

I give CLES feedback to the unit.
I will also give feedback to my own instructor at the end of the internship at the latest.
I remember leaving a copy of the signed work form in the unit.
I will return the key card as soon as the clinical practice is over.
- G-corridor from main hospital to Kaari hospital, 1st fl.

- Heart, thorax - (2244) and vascular ward (2243) 7th floor
- Gastroscopy ward (2205) 6th fl.
- Neurosurgery ward (2251) 5th fl.
- ENT- ward (2511) 4th fl.
- Dermatology, plasticsurgery and urology ward (2202/2211) 4th fl.
- Traumatology ward (2203) 3rd fl., Orthopedic ward 2201) 3rd fl.

- ENT-outpatients unit (3551) 1st fl.
- Surgical policlinic (3201) 1st fl.
WORKING UNIFORM

• Change it daily
• NO own socks: you get the socks from the students’ work uniform storage

• At the OR you have to wear a surgical cap and if needed, a surgical mask NB. **ALL** of the hair has to be under the cap! Take the cap from the student’s work uniform storage or from the unit

• You can’t wear false eyelashes / eyelash jewels when working in aseptic environment
As a perioperative nursing student I get familiar with the nursing recommendations and measurement tools:

- Recommendations for pain management (HOTUS, in Finnish) - https://urly.fi/YjG
- Terveysportti- Nursing database (in Finnish) Anestesiahoitotyön käsikirja
- Surgical team checklist: https://urly.fi/YnL, https://urly.fi/YnN

See also Terveyskylä https://urly.fi/YjM houses (in Finnish)
Infektiotalo, Kivunhallintatalo, Leikkakseen tulijan talo, Lääketalo, Aivotalo, Niveltalo, Sydänsairaudet, Verisuonitalo..
SKILLS STATIONS FOR PERIOPERATIVE NURSING STUDENTS

SKILLS STATIONS AUTUMN 2020:

- For students, who start their clinical practices at weeks 37 (7.9.) and 47 (16.11.)
- Notice the schedules for weeks 37, 47:
  - Head nurse's orientation at 11:15 am (4067A)
  - At 12 am Skills stations info and grouping, Kaarisairaala kokoushuone 4067A
  - Skills stations at 12:15-15:30
MULTIPROFESSIONAL COLLABORATION

Info: The surgical patient’s preoperative process (in finnish)

Preoperative nurse Satu Jääskeläinen, surgical policlinic & anesthesia nurse Kaisa Rusanen, anesthesia pre-policlinic

Surgical outpatient clinic, room K48, Kaari Hospital (voluntary, no need to enrol)

- Wednesday 16th of September at 1-2:30 PM (week 38)
- Wednesday 28th of October at 1-2:30 PM (week 44)
- Wednesday 25th of November at 1-2:30 PM (week 48)
FEEDBACK DISCUSSION AT THE FINAL WEEK OF CLINICAL PRACTISE:

Is held by head nurse (OR or recovery room) and Clinical Teacher of Nursing; an event to reflect Your experiences from your clinical practise. You will get the time and place for the discussion to your e-mail at the beginning of your practise.

AFTER MY CLINICAL PRACTICE:

I give CLES feedback to the unit. I will also give feedback to my own instructor at the end of the internship at the latest. I remember leaving a copy of the signed work form in the unit. I will return the key card as soon as the clinical practice is over.
Anesthesia and operation room Units: Neuro- and heart surgery unit (4331)
Main Hospital, G-corridor, 2nd floor

Abdominal and ENT-unit (4332 ja 4334)
Orthopedic and traumatology unit (4333)
Patient admission and discharge unit (4335) and recovery room (4336):
Kaari Hospital, 3rd floor
GROWTH OF THE CHILD AND MEASUREMENTS

• Me and my studygroup we will go and meet Mervi Karttunen at pediatric outpatient clinic, she will teach us measuring of the children. Notice that this teaching is in Finnish!

• Decide with your group who contacts Mervi and sets up the date.

PRACTICING PHARMACOTHERAPY

• I have done all the medication calculations without errors.

• Practising medication administration has to be always guided and carried out under the supervision of my mentor.

• If the unit has a ward’s own pharmacist (wards 2407, 2403, 2406), contact the pharmacist and make an appointment to see his/her work for ½ - 1 days, at the NICU (2406) only students.
In pediatric nursing, I will read the guidelines and tools that I need to use in the clinical practice, some examples in Finnish:

- Duodecim: Käypä hoito-suositukset, lastentaudit: [https://ulry.fi/Z4K](https://ulry.fi/Z4K)
- THL Lapset, nuoret ja perheet: [https://thl.fi/fi/web/lapset-nuoret-ja-perheet](https://thl.fi/fi/web/lapset-nuoret-ja-perheet)

What else is evidence based practice in pediatric nursing?
SOME TIPS HOW FOR YOUR PRACTICE (Sirkku Bouch TYKS 2016)

• I can go to the rooms to ask how the patient/family is doing, even though I don't have a specific reason.
• I talk with the parents about how the child sleeps.
• I spend time in the patient room and get to know the child and the parents.
• I play with the child.
• I talk with the child about his/hers hobbies and other things that the child finds interesting.
• When I go to the patient room, I'm not in a hurry and I talk to the child.
• I ask from the parents how they are and how they are coping?
• I help the parents to go for a little breaks every now and then.

WORK SCHEDULE:
I send the copy of the work schedule to the clinical teacher of nursing when my clinical practice ends.

Anna-Kaisa Kokkonen (address: building 3, 1st floor; in Finnish: rakennus 3, 1. kerros).
FIRST DAY OF CLINICAL PRACTICE STARTS AT 11 AM

- Although I don’t participate in Info hour of Clinical Teacher of Nursing in Puijo hospital
- I am welcome to Info hour, although I have been in clinical practice in KUH previously.

- Check Handbook if access card is needed.

WHERE DO I FIND MY PLACEMENTS?

- Psychiatry Units are located either in Puijo, Julkula or Alava Hospital, in Kuopio Psychiatry Center or Siilinjärvi
- Child Psychiatry Units are located in Alava hospital
- Look at the maps in the end of these instructions
VISIT IN ADVANCE

- Arrange the appointment with head nurse or assistant head nurse in good time, at least 1 month before your clinical practice.
- Recommended before starting your clinical practice, in:
  - Every units of Adolescent Psychiatry and Substance Abuse
  - Kuopion Psychiatry Center
  - Siilinjärvi Psychiatry Outpatient Clinic and
  - General Hospital Psychiatry Outpatient Clinic
- Voluntary in Psychosis Ward 1 2716, Acute Ward 2712, Child Psychiatry Examination and Treatment Ward 2754 and Child Psychiatry Outpatient Clinic
- Not required in other placements

CRIMINAL RECORDS EXTRACT: WORKING WITH CHILDREN

- Order your criminal records extract before your clinical practice begins.
- Present your extract to your teacher of university.

Inform your supervisor, if patient is familiar to you.
MENTAL HEALTH AND SUBSTANCE ABUSE NURSING /Placements in Psychiatry or Child Psychiatry Units

ABOUT WORKING UNIFORMS AND CHANGING ROOMS

• Psychiatry emergency team in Puijo hospital: use dark blue uniform
• In adults wards of Julkula, use of uniform is voluntary
• In other units of Psychiatry: no use of uniforms
• If changing room is needed, ask head nurse in Alava hospital and in Julkula hospital call Cleaning Services tel. 044 4261 302/044 4261 304 in the beginning of clinical practice
• In Puijo hospital building 5, ask the use of changing room in your unit if needed

Introduce yourself for everyone. When you participate in the patient care conference, your attendance is recorded.

Supervision of work (työnhjaus) is part of your clinical practice. It can be organized as individual or group supervision or as a “student living room”

Physical restraint of patients
Carried out by the staff, not students during their clinical practice
Fulfilment of AVEKKI-education before clinical practice is desirable
### Learning opportunities

<table>
<thead>
<tr>
<th>Electrotherapy at Julkula hospital</th>
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<tbody>
<tr>
<td>• First take part in student info of neuromodulation group (A2, floor 2), on Tuesdays of even weeks at 14.15</td>
</tr>
<tr>
<td>• Contact at least on preceding Monday tel. 044 717 6051</td>
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</tbody>
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<tr>
<th>Scientific meetings</th>
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</thead>
<tbody>
<tr>
<td>on Tuesdays at 13 – 14.15, Lecture hall of Julkula hospital or by videoconference</td>
</tr>
<tr>
<td>• Program on SYKe – Työtilat– Mielenterveys ja hyvinvointi (Asiakirjat – Koulutukset – Tieteelliset meetingit)</td>
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</tbody>
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<th>Learning sessions during practice for Finnish students</th>
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<tbody>
<tr>
<td>• Starting nurse–client-relationship work and interaction</td>
</tr>
<tr>
<td>• Psychophysical physiotherapy: for students in advanced studies</td>
</tr>
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</table>

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<tr>
<th>In Terveyskylä (terveyskyla.fi)</th>
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<td>You can find information regarding e.g. mental health and substance abuse issues</td>
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**MENTAL HEALTH AND SUBSTANCE ABUSE NURSING/Placements in Psychiatry or Child Psychiatry Units**

You can find information regarding e.g. mental health and substance abuse issues. How evidence based practice is showing in your unit? Find it out.
Emergency department, door C: Psychiatry emergency team 3712

Building 5:
- Addiction Psychiatry Outpatient Clinic (3706), floor 1
- General Hospital Psychiatry Outpatient Clinic, Geropsychiatry (3701), floor 2
- Kuopio psychiatry center/Intensive outpatient care working group (3731) floor 3
- General Hospital Psychiatry Outpatient Clinic (3701), floor 5
A1: Adolescent Psychiatry Examination and Treatment Ward (2704), floor 4
    Addiction Psychiatry Ward (2706), floor 3
    Psychosis Ward 2 (2718), floor 2
    Acute Ward (2712), floor 1

A2: Library, floor 3
    Neuromodulation group 3717, floor 2
    Occupational therapy, floor 1
    Physiotherapy floor 1
    Restaurant, floor 1

A3: Adolescent Psychiatry Acute Ward (2740), floor 4
    Geropsychiatry Ward (2705), floor 3
    Mood Disorders Ward (2717), floor 2
    Psychosis Ward 1 (2716), floor 1

A4: Social workers
    floor 1

A5: Lecture hall, door B, floor 2

A6: Gym

Julkula hospital

Main entrance

Parking (3 hours)
Alava Hospital

A2: Door 7
- Child Psychiatry Examination and Treatment Ward (2754), floor 3 and 4
- Child Psychiatry Acute Ward (2753), floor 2
- Home and Acute Treatment, Family Nursing (3754), floor 1

B2: Door 6
- Child Psychiatry Outpatient Clinic (3751)
- Adolescent Outpatient Clinic (3703)
- Adolescent Intensive Outpatient Clinic and Rehabilitation, floor 3 – 5

Parking:
- Parking area near building A2, street parking and sports field parking
Kuopio Psychiatry Center (KPK) Services

KPK: Intensive outpatient care, build. 5

KPK: Tukiporras

Kuopio Psychiatry Center Viestikatu 1 - 3
WELCOME TO KUOPIO UNIVERSITY HOSPITAL!

Clinical Teachers of Nursing
Taija, Puula, Marjut, Annika and Anna-Kaisa