



UT Health Science Center:	
SIM106 Sim Remediation, Makeup, and Practice Policy	
Version 1	Publication Date: 05/27/2022

No./Title: SIM106 – Remediation, Makeup, and Practice	Resp. Office: CHIPS Approval Body: CASA	Effective Date: 01/15/2019
Category: Simulation	Last Review: 01/15/2019	Next Review: 01/15/2022
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Related Policies:	SIM102 – Sim Curriculum Development Policy SIM101 – Sim Scheduling Policy	

POLICY

Simulation-based experiences for remediation, makeup, and independent practice may be scheduled in The Center for Healthcare Improvement and Patient Simulation (CHIPS).

DEFINITIONS

- 1) Remediation Event- any subsequent delivery of a simulation event due to an academic deficiency
- 2) Independent Practice – when students, residents or other learners wish to participate in a self-led simulation-based practice of skills without presence of a faculty or instructor.
- 3) Makeup Event – when students, residents, or other learners have an excused absence (as determined by Lead Simulation Faculty/Facilitator) for a required event *OR* when a scheduled event goes over its allotted time and not all learners are able to complete the event.
- 4) Lead Simulation Faculty/Facilitator – A Simulation Faculty/Facilitator that is responsible for the overall development and delivery of the simulation activity.

PROCEDURE

- 1) All events, including remediation, makeup and independent practice, should be requested via the online event request form at uthsc.edu/chips.
- 2) Walk-in independent study or remediation activities are accommodated based on available space, time, staff and/or other resources.
- 3) Remediation and makeup requests:
 - a. Remediation and makeup requests are not confirmed until a need for remediation or makeup has been identified. Early requests (requests made before the need is identified) will be placed on the CHIPS calendar as a “tentative” event. Status changes from “tentative” to “confirmed” when the Lead Simulation Faculty/Facilitator communicates details about the identified need to simulate@uthsc.edu.
 - b. Events on calendar as “tentative” do not preclude other events being scheduled that may conflict with available rooms or resources.

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- c. Lead Simulation Faculty/Facilitator will receive email confirmation when a remediation or makeup event has been confirmed.
- 4) Independent practice:
- a. Independent practice occurs during normal CHIPS business hours unless approved by the Executive Director.
 - b. Faculty are encouraged to schedule time blocks through event request (#1 above) for time windows where students may drop in for independent practice.

APPROVAL HISTORY

Effective: January 15, 2019, Committee on Academic and Student Affairs (CASA)

Approved: January 15, 2019, Chancellor