



UT Health Science Center: SIM111 SIM CHIPS Access	
Version 1	Publication Date: 05/27/2022

No./Title: SIM 111 – Sim CHIPS Access		Resp. Office: SIMULATION Approval Body: CASA	Effective Date: 01/01/2019
Category: Academic		Last Review: 03/02/2021	Next Review: 03/02/2024
Contact: Executive Director CHIPS		 901.448.9746	 simulate@uthsc.edu
Related Policies:	SIM105- Sim Faculty-Facilitator Responsibilities SIM106 - Remediation, Makeup, and Practice Policy SIM xxx – Meetings SIM110 - Tours		

DEFINITIONS

- 1) Participants: anyone involved in or observers of simulation activity (e.g., students, learners, educators, instructors, faculty, staff, or observers)
- 2) Learner: Student, resident, or healthcare professional engaged in a simulation-based educational or assessment activity.
- 3) Simulation Faculty Facilitator: Any person meeting minimum simulation competencies, as determined by the Director of Education, who is associated with the delivery and planning of the simulation activity

POLICY

- 1) The Center for Healthcare Improvement and Patient Simulation (CHIPS) regulates access to physical spaces in order to promote a safe, secure, and healthy environment for all simulation participants.

PROCEDURE

- 1) CHIPS maintains business hours of Monday 9am-5pm and Tuesday-Friday 8am-5pm.
- 2) UTHSC students, faculty and staff are granted badge access to CHIPS entry doors during normal business hours.
- 3) Badge access to spaces inside CHIPS must be approved by the Executive Director.
- 4) Anyone accessing CHIPS that is not a UTHSC student, faculty, or staff must sign in and out at the main entrance, 26 S Dunlap Street.
- 5) All learners or participants in CHIPS must be supervised by a Simulation Faculty Facilitator, unless granted special permission by the Executive Director.
- 6) Any access CHIPS outside normal business hours must be approved by the Executive Director.
- 7) Access to CHIPS is limited to simulation participants and individuals that have scheduled meetings or other business with CHIPS staff.
- 8) Learners, students and other participants should not loiter in or use CHIPS space for unapproved purposes.

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- 9) Individuals or groups wishing to tour CHIPS should submit a tour request online.
- 10) Individuals or groups that would like to use CHIPS for meetings or other non-simulation events should submit a meeting request online.
- 11) Individuals or groups wishing to utilize CHIPS for practice should complete a request for independent practice online.

APPENDICES

- 1) NA

APPROVAL HISTORY

Effective: January 2019

Reviewed: March 2, 2021, CASA

Approved: March 6, 2021, Chief Academic Officer