**Approving University Official(s):** Provincial Senate – New Brunswick
**Responsible Unit:** Office of the Principal & Vice President, Academic NB
**Original Effective Date:** October 30, 2026
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# Clinical Placement Facility Evaluation Policy

## Purpose

This policy establishes a consistent framework for evaluating nursing clinical placement facilities used by Yorkville University ("Yorkville"). It is intended to ensure that clinical placement facilities provide safe, high-quality learning environments and have the equipment, resources, personnel, patient access, and organizational support necessary for nursing students to achieve required clinical competencies.

## Scope

This policy applies to all new and ongoing clinical placement facilities used by Yorkville's Bachelor of Science in Nursing (BScN) program, and to the Dean of Nursing, nursing faculty, Clinical Placement Coordinator, Simulation and Lab Coordinator, Clinical Instructors, and other University personnel involved in selecting, evaluating, monitoring, or addressing concerns regarding clinical placement facilities.

## Definitions

***"Clinical Placement Facility"* –** A healthcare or community-based setting approved by Yorkville for nursing students to complete supervised clinical learning experiences.

***"Clinical Site Point Person"* –** A qualified individual designated by the clinical placement facility to act as the primary contact for Yorkville nursing faculty and clinical placement matters.

***"Clinical Site Viability"* –** The extent to which a clinical placement facility continues to provide a safe, suitable, and educationally appropriate environment for students to achieve required clinical competencies.

***"Simulation"* –** Structured simulated learning used, where appropriate, to replace or supplement clinical teaching when a clinical placement facility is temporarily unsuitable or unavailable, subject to applicable program requirements.

***"Near-Miss"* –** An event or circumstance that could have resulted in harm but did not result in injury, illness, or damage.

**Policy Statement**

**Roles and Responsibilities**

The Dean of Nursing is responsible for ensuring that clinical placement facilities are evaluated before approval and monitored on an ongoing basis. The Dean may delegate a facility review to the lead faculty instructor or a nursing faculty member with direct experience in the relevant area of practice.

The person conducting the review is responsible for maintaining appropriate communication with senior nursing or clinical leadership at the placement facility and for documenting the evaluation of the facility.

**Evaluation of New Clinical Placement Facilities**

The Dean of Nursing, or delegate, will review each new clinical placement facility before a Clinical Affiliation Agreement is finalized. The review must assess whether the facility can support the learning objectives, clinical requirements, competencies, and scheduled experiences of the applicable nursing course or program.

The review will include, as applicable:

- Reviewing Yorkville course syllabi with facility leadership, including course content, clinical requirements, learning objectives, competencies, and the clinical schedule.
- Confirming that the facility designates a qualified clinical site point person to support University clinical nursing faculty and respond to placement-related matters.
- Touring or otherwise assessing the physical facility to determine whether students will have access to appropriate patients, healthcare procedures, equipment, supplies, and facility personnel required to support clinical learning.
- Confirming that the facility provides an appropriate orientation for clinical faculty and students.
- Confirming that the facility has established and communicated safety procedures relevant to students and faculty, including fire and emergency procedures, spill management, incident and near-miss reporting, infection prevention and control, and other facility-specific safety requirements.
- Confirming that the facility has a process for communicating, escalating, and addressing concerns identified by students, faculty, University representatives, or facility personnel.

**Ongoing Monitoring and Annual Review**

Student evaluations, faculty feedback, and feedback from clinical placement facility personnel will be considered as part of ongoing facility monitoring.

For each ongoing clinical placement facility, the Dean of Nursing will ensure that a designated lead faculty instructor, nursing faculty member, or other approved delegate conducts an annual review or visit to confirm that the facility remains viable and continues to meet Yorkville requirements for safety, learning quality, resources, personnel, and clinical experience.

Identified concerns or recurring feedback will be discussed with facility leadership where appropriate and addressed in accordance with Section 4.0 of this policy.

**Safety, Suitability, and Escalation of Concerns**

Any safety or suitability concern identified at a clinical placement facility must be reported promptly to the Dean of Nursing or designate. The appropriate Yorkville clinical contact will communicate the concern to the facility's designated point person and arrange discussion or follow-up as required.

The Dean of Nursing, or delegate, will assess the seriousness of the concern and determine whether immediate interim measures are required. These measures may include additional monitoring, corrective action by the facility, temporary suspension of student placement, alternative learning arrangements, or removal of the facility from use.

A clinical placement facility will not continue to be used where identified risks or deficiencies cannot be adequately controlled or where the facility no longer provides an appropriate environment for students to achieve required clinical competencies.

**Alternative Learning When a Facility Is Unsuitable**

Where a clinical placement facility is deemed temporarily unsuitable or unavailable, Yorkville may provide simulated or laboratory learning, as appropriate, until the placement can safely resume or a new facility is secured.

Alternative learning may include:

- One (1) hour of simulated learning equivalent to two (2) hours of clinical teaching.
- One (1) hour of laboratory practice or laboratory learning equivalent to one (1) hour of clinical teaching.
- A combination of simulation and laboratory learning, to a maximum of fifty percent (50%) of the applicable clinical learning, consistent with program requirements.
- Continued simulated and/or laboratory learning until Yorkville and the facility agree that the clinical rotation may resume.

**Acceptance, Continued Use, Suspension, or Rejection of a Clinical Facility**

Following completion of the applicable evaluation, review, or follow-up process, the formal decision to accept, continue using, suspend, or reject a clinical placement facility will be made by the Dean of Nursing in consultation with nursing faculty.

Clinical placement agreements will not be finalized for new facilities until the required evaluation has been completed and the facility has been determined suitable for student placement.

**Termination of Clinical Placement Agreement**

Where a clinical placement facility is identified as potentially unsuitable, the Dean of Nursing or designate will notify the facility and initiate a review or inspection. During the review, Yorkville may arrange an alternative clinical placement or learning experience to support continuity of student learning.

If the facility remains unsuitable following the review, the Clinical Affiliation Agreement may be terminated in accordance with its terms. Where termination is required, the facility will be provided with ninety (90) days' written notice. A replacement clinical placement facility will be identified where required to support continuity of student learning.

**Equity, Diversity, Inclusion, and Accessibility**

The University promotes a respectful, discrimination- and harassment-free learning environment grounded in equity, diversity, and inclusion, with equitable opportunities for individuals from all backgrounds to pursue an education. Equitable access may require different supports for individuals and groups experiencing attitudinal, historical, social, or environmental barriers related to age, ethnicity, disability, economic status, marital status, family status, Indigenous identity, nationality, race, creed/religion, gender, sexual orientation, gender identity, or gender expression.

Accommodations and accessibility supports are provided in accordance with applicable provincial human rights legislation. These supports enable students to demonstrate their knowledge and skills and meet essential program requirements without reducing academic standards or altering those requirements. Students with permanent, episodic, or temporary disabilities and medical conditions may receive individualized accommodations, assistive technologies, barrier-removal supports, and other resources to support course and program completion.

The University also promotes mental health and well-being through free webinars, literature, 24/7 online and telephone mental health resources, a well-being online tool, and confidential counselling for students and their family members through Homewood Health.

The Student Services Department supports students and faculty in developing accessible learning environments and individualized accessibility and accommodation plans that promote academic success.

**Related Information**

- *Clinical Facility Viability Checklist - Nursing*
- *Nursing Faculty Clinical Practice Guide*

**Contacts**

For questions regarding this policy, please contact:

**Department/Office Name:** Office of the Principal & Vice President, Academic NB
**Email:** VPANB@yorkvilleu.ca

*Note: Names and structures of Yorkville offices or governing bodies may change over time. Such changes do not affect the validity of this policy. To confirm the current responsible office or body, contact the Office of Regulatory and Government Affairs at academicgovernance@yorkvilleu.ca.*

**Revision History**

| Version Code | Date | Summary of Changes | Authorized by (Title) |
|---|---|---|---|
| 1.0 | October 30, 2026 | New policy | Provincial Senate – New Brunswick |