

<b>UBC School of Nursing Policy</b>	<b>Approval Date:</b> May 17, 2021
	<b>Date of last revision:</b> May 2021
<b>Title:</b> Use of Digital Information-Sharing Technology in Clinical Practice Experiences	
<b>Responsible Executive:</b> Associate Director, Undergraduate Program	

**Purpose:**

This policy applies to students entering and/or completing courses in the BSN Program approved by the UBC Senate in February 2017.

Students in the BSN program have access to personal and confidential information of clients and their families in their clinical practice. UBC School of Nursing wishes to ensure all personal and confidential information are kept secure and in accordance with protocols of the University, the School of Nursing, and Health Authorities or in community agencies where students practice.

This policy sets up obligations for students regarding the use of digital information-sharing technology (including devices such as mobile phones, tablets, laptops or other devices) ensuring privacy and confidentiality in their role as health professional students when delivering safe competent care.

**Scope of application:**

This policy applies to all students during their clinical practice experiences in the BSN Program.

**Policy:**

The use of digital information-sharing technology in clinical practice are guided by the British Columbia College of Nurses and Midwives (BCCNM) Entry-level Competencies for Registered Nurses and UBC School of Nursing BSN Practice Competencies whereby:

- a. Students must demonstrate responsible use of information technology to support client/family care and are responsible for their professional conduct (*Professionalism & Responsibility and Accountability, and Evidenced Informed Nursing Practice and Critical Inquiry* (UBC School of Nursing BSN Practice Competencies, 2021).
- b. Students are obligated to “*maintain client privacy, confidentiality, and security by complying with legislation, practice standards, ethics, and organizational policies*” (Professional Competency 2.4, BCCNM 2020).
- c. Student nurses must “*demonstrate professional judgement to ensure social media and information and communication technologies (ICTs) are used in a way that maintains public trust in the profession*” (Professional Competency 2.8, BCCNM 2020).

**Processes and Procedures:**

**1. Accountability**

- Students are accountable for upholding professional conduct guided by the BCCNM’s Professional Standard of Professional Responsibility and Accountability.
- Students must complete specific Health Authority/Organization pre-requisites on confidentiality and privacy as listed in the *Student Practice Education Core Orientation (SPECO) – Preparation Checklist*.

## 2. Use of digital technologies in clinical practice

- Students must not use personal devices for patient data collection: If students are asked to collect patient data, they must use the health/clinic unit's issued device.
- Students must inform the clients, instructors, health care professionals of the purpose of their use of digital technology in their presence. For example, to obtain information about medications or to review a terminology or diagnosis.
- Students must not share personal practicum experiences on social media.

## 3. Collecting and conveying client information

- Students must use unit/clinic issued devices to collect and transmit client data.
- Students must inform the client that data collected will be shared with other health professions and for what purpose.
- Students must ensure data collected and transmitted are accurate and solely for the purpose of client care.
- Students must follow the protocol of the unit when collecting and transmitting client information using digital information-sharing devices.
- Students must ensure that the information they are sharing is being transmitted to the intended recipient for the intended purpose. Ensure that the RIGHT information about the RIGHT patients is transmitted to the RIGHT person at the RIGHT address/number.
- Students must not review client information on digital tools in public areas.

## 4. Consequences of policy breach

Students failing to comply with this policy may result in action by the Health Authority, the School of Nursing, or University of British Columbia, and as guided by the related policies listed below.

### Related Policies:

- [UBC School of Nursing Student Misconduct](#)
- [Privacy Fact Sheet \(2015\). Office of the University Counsel, University of British Columbia.](#)
- [British Columbia Personal Information Protection Act](#)
- [Student Practice Education Core Orientation \(SPECO\) – Preparation Checklist](#)

## References

British Columbia College of Nurses and Midwives (BCCNM) (2020). Competencies in the context of entry level registered nurse practice in British Columbia.

[https://www.bccnm.ca/Documents/competencies\\_requisite\\_skills/RN\\_entry\\_level\\_competencies\\_375.pdf](https://www.bccnm.ca/Documents/competencies_requisite_skills/RN_entry_level_competencies_375.pdf)

UBC School of Nursing BSN Practice Competencies (2021). School of Nursing, University of British Columbia - Vancouver.