

Dear Practicum Student:

Welcome to Vanderbilt Psychiatric Hospital! We look forward to hosting your educational experience. The Practicum Program's goal is to educate nursing students while assuring the safety of our patients, families and visitors. Please review the *Frequently Asked Questions* below. For additional information please contact your school representative or preceptor.

**What should I wear?** Uniform guidelines are provided by each school. Reminders include: ID badges are worn above the waist, school patches should be attached to a scrub top and worn above the waist, long hair is worn up (off the collar), tattoos are covered, and scrub top/bottoms are worn for each clinical (no t-shirts), and piercings are limited to your ears. Lab coats should not be worn on the units.

**What are the standards of conduct?** A scope of practice has been provided for this experience. If a sensitive situation arises, you may be asked to step outside of the patient care area. In the event of an emergency, your preceptor will provide you with further directions.

**Where should I park?** All parking questions should be directed to the [Parking Office](#).

**How will I get a name badge?** Most schools have already picked up student badges, and you will arrange with your school coordinator for where to pick it up. At the end of your experience, please return the student badge to the Nursing Education office (VPH 2nd Floor, Suite 2071A).

**Where will I meet my preceptor?** Your assigned preceptor will provide you with information regarding where and when to meet.

**What do I do if I cannot access eStar?** Send an email indicating your concern, including your name, school, and practicum location to [student.placement@vumc.org](mailto:student.placement@vumc.org). Student Placement will work quickly to resolve any issues; please do not submit a Pegasus ticket. The help desk is a great resource if you forget your password.

**Who should I contact with scheduling concerns?** If you are having trouble meeting the school requirements, please contact your school.

Enjoy your time at Vanderbilt Psychiatric Hospital.  
Ugur Barut Ed.D, MSN, RN  
VPH Student Placement Lead  
Nursing Education & Professional Development

**Vanderbilt  
Psychiatric Hospital**

VANDERBILT UNIVERSITY  
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