

**CENTER OF SPECIAL CARE  
POLICY AND PROCEDURES**

<b>TITLE:</b> STUDENT GUIDELINES FOR APPROPRIATE USE OF TECHNOLOGY IN THE CLINICAL SETTING	<b>EFFECTIVE/REVISED DATE:</b> 2/19/2026
<b>LAST REVIEWED WITHOUT CHANGES DATE:</b> 4/6/2021	
<b>RESPONSIBLE DEPARTMENT/COMMITTEE:</b> CENTER FOR NURSING EXCELLENCE (NCE)	
<b>APPROVED BY:</b> SVP Chief Operating Officer / Chief Nursing Officer	
<b>CITATION/REFERENCE:</b> National Council of State Boards of Nursing (NCSBN). 2024. <i>A Nurse's Guide to Professional Boundaries</i> . Chicago, IL	
<b>REPLACES/PREVIOUS TITLE:</b> STUDENT GUIDELINES FOR USE OF PERSONAL TECHNOLOGY AND SOCIAL MEDIA IN THE CLINICAL SETTING	

**PURPOSE:** To provide guidance to students participating in a clinical rotation at the Hospital for Special Care (HFSC) related to use of personal technology and social media in the patient care setting. All activities must not compromise patient safety, violate patient privacy and confidentiality, or interfere with functioning of medical equipment.

**GUIDELINES:**

1. Students must respect patient privacy as set forth in the Health Insurance Portability and Accountability Act (HIPAA). No individually identifiable information related to patients or their families will be shared or taken out of the facility (including paper, digital recordings, text messages, social media, or any other format). This applies during and after the clinical rotation at HFSC.
2. Students may not use personal technology devices, including cell phones, iPads, AI glasses, etc., for taking images or recordings of patients, visitors or staff, medical records or HFSC property for any reason. Using e-mail, texting, video-conferencing (such as Facetime) or social media/messaging for personal reasons and having personal conversations, is not permitted in clinical areas or patient care units.
  - 2.1 Students may use these devices for personal use in approved areas of the hospital such as the cafeteria or main lobby, outside of their scheduled clinical time on the patient care unit.
3. Students may use hospital computers, educational resources, and guest wi-fi /extranet ("Inspire") provided by the Hospital to research questions related to their clinical activities or conduct a literature search.
4. Students should not be using the internet during clinical if unrelated to the clinical objectives and experience.
5. Videotaping, photographing, printing, copying, scanning or transmitting patient medical records by students is not permitted.
6. Photographing, videotaping or engaging in video call/chat platforms with patients or where the patient may be visible is prohibited. Students are strictly prohibited from transmitting or storing any patient-related image on a personal device. This would constitute a serious breach of HIPAA with serious consequences.

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7. Students should not discuss or post any information about clinical experiences, patients or the clinical location in any manner on social media sites or on-line chat rooms. Disparaging, threatening, profane, obscene, sexually explicit, racially derogatory, homophobic or other offensive remarks about the experience, co-workers, faculty or other students are prohibited. Refer to hospital policy, "Social Media" for more guidance on this subject.
8. Students will maintain professional boundaries with patients and families in the use of electronic media. Online contact with patients or former patients blurs the distinction between a professional and personal relationship. "Making a comment via social media, even if done on a nurse's own time and in their own home, regarding an incident or person in the scope of their employment, may be a breach of patient confidentiality or privacy, as well as a boundary violation." (NCSBN, 2024).
9. Students have a responsibility to immediately report any potential breaches of confidentiality to their instructor. The instructor will bring the matter to the attention of the HFSC Unit Manager.