



MASTER CLINICAL FIELD EXPERIENCE AGREEMENT

California Baptist University

This Master Clinical Field Experience Agreement (“Agreement”) is entered into this 16th day of July, 2020 (the “Effective Date”) by and between California Baptist University located in Riverside, California (“CBU”) and Alvord Unified School District Center (the “Experience Provider”) located at At 9 KPC Parkway, Corona, CA 92879, Email bob.presby@alvordschools.org CBU and Experience Provider are each a “Party” and are sometimes collectively referred to herein as the “Parties.”

1. **INTER-INSTITUTIONAL APPLICATION:** In order to facilitate clinical field experience opportunities, this Agreement is intended to govern the relationship between CBU and Experience Provider with respect to students from CBU involved in a clinical field experience arrangement with the Experience Provider.
2. **GENERAL CONSIDERATIONS:**
 - 2.1 A clinical field experience is a cooperative program between CBU and approved Experience Providers. The Experience Provider provides supervision, facilities, and instruction which help students acquire the skills and knowledge needed in their chosen field of study or occupation.
 - 2.2 Experience Provider has facilities deemed suitable for clinical needs of the CBU’s program in nursing.
 - 2.3 This Agreement is for the period agreed upon between the Experience Provider and CBU.
 - 2.4 This Agreement may be terminated by CBU or the Experience Provider for good and sufficient cause by providing reasonable advance written notice to the other.
 - 2.5 In accordance with Section 7 herein, the Experience Provider’s site administrator has power to give and receive notice on behalf of the Experience Provider under this Agreement. CBU or its Clinical Field Experience Director shall have power to give and receive notice on behalf of CBU.
3. **THE STUDENT AGREES TO:**
 - 3.1 Comply with the Experience Provider’s policies and procedures.
 - 3.2 Comply with CBU’s dress and grooming standards and honor code.
 - 3.3 Enroll as an academic clinical field experience student and perform the duties indicated unless released by CBU and the Experience Provider.
 - 3.4 Report serious problems, including safety and personnel problems, to CBU and the Experience Provider.
 - 3.5 Maintain personal health insurance or student health insurance.
 - 3.6 Obtain approval from CBU to participate in the clinical field experience program including agreeing to abide by the terms of this Agreement and to perform additional duties and responsibilities as required by CBU.
 - 3.7 Each student will have a complete background check and drug screen upon entering the nursing program, plus physical examination and required immunizations to include annual TB screening.
4. **THE EXPERIENCE PROVIDER AGREES TO:**
 - 4.1 Designate an individual who will serve as the liaison with CBU and the student. To provide facilities as presently available and as necessary to the development and maintenance of

pedagogically sound educational experience for students in the baccalaureate nursing program. This includes maintaining adequacy of staffing for patient safety and continuity of healthcare services.

- 4.2 Designate an individual who will serve as the liaison with CBU and the student.
- 4.3 Involve the student for the entire period of clinical field experience as agreed unless this Agreement is terminated for cause pursuant to Section 2.4 above.
- 4.4 Give the student the opportunity to perform a variety of tasks to acquire and practice various skills.
- 4.5 To provide the cooperation and counsel of its staff in the conduct of the program. The Experience Provider's staff may participate in the educational nursing program instruction on request of the CBU's Clinical Field Experience Director. They may serve as resource persons, clinical experts, and/ or preceptors; they also may assist in the planning and implementation of aspects of clinical nursing education. Such participation shall be voluntary and shall not interfere with assigned agency duties.
- 4.6 Orient the student and faculty to the Experience Provider's rules, policies, procedures, methods, and operations.
- 4.7 Provide and allow students access to parking and use of cafeteria facilities to the same extent as Experience Provider's employees.
- 4.8 Evaluate the student's performance and notify CBU's Clinical Field Experience Director, as defined in Section 5.1, immediately, preferably by phone, of any cause of dissatisfaction with or of misconduct on the part of the student.
- 4.9 Accept the primary responsibility for supervision and control of the student at the clinical field experience site.
- 4.10 Allow site inspections by representatives of the Board of Registered Nursing upon request of CBU.
- 4.11 Indemnify, defend, and hold CBU completely harmless from any and all acts, claims, demands, or judgments arising out of Experience Provider's and/or its employees' performance under this Agreement.

5. CBU AGREES TO:

- 5.1 Designate a point of contact for clinical field experience (a "Clinical Field Experience Director").
- 5.2 Ensure CBU's College of Nursing complies with the State Board of Nursing including maintaining proper certification and licensing, curriculum, supervision of students, and programs.
- 5.3 To assume the responsibility for the development, organization, and implementation of the curriculum under the direction of a qualified instructional staff.
- 5.4 To assume the responsibility for supervision of students and instruction required in each program, except in such instances as may otherwise be specifically and formally planned and arranged. Student/Instructor ratio, 10:1.
- 5.5 Comply with all applicable regulations relating to the Health Insurance Portability and Accountability Act, as amended ("HIPAA").
- 5.6 Ensure students complete yearly physical examination and obtain required immunizations.
- 5.7 Ensure the Clinical Field Experience Director contacts the student and Experience Provider, discusses the student's progress, and advises relative to the program of study.
- 5.8 Ensure the Clinical Field Experience Director strives to promote harmony and cooperation between the Experience Provider, the student, and the educational institution.
- 5.9 Provide liability insurance for the student to cover damage or harm caused by the student in the amount of \$1,000,000, per occurrence, \$3,000,000 in the aggregate, when this Agreement is signed and returned to CBU.

6. ENTIRE AGREEMENT: This Agreement constitutes the entire agreement of the Parties with respect to the subject matter of this Agreement.

7. NOTICES: All notices and other communications required or permitted to be given hereunder shall be in writing and shall be sent by: (i) certified or registered mail, postage prepaid, return

receipt requested, (ii) personal delivery, or (iii) a recognized overnight carrier that provides proof of delivery, and shall be delivered to the address set forth below:

To Experience Provider: Alvord Unified School District Human Resources Attn: Bob Presby, Ed.D. 9 KPC Parkway Corona, CA 92879 (951) 509-5030	To CBU: California Baptist University Attn: College of Nursing 8432 Magnolia Avenue Riverside, CA 92504 Tel. (951) 552-8426
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Notices shall be deemed effective upon receipt or rejection only.

IN WITNESS WHEREOF, the Parties have executed this Agreement effective as of the Effective Date.

“EXPERIENCE PROVIDER” By: _____ Title: <u>Assistant Superintendent, Human Resources</u>	“CBU” California Baptist University By: _____ Title: _____
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