

## Confidentiality Policy

Simulation-based training involves immersion of the participant in a realistic clinical situation and medical environment. This training can involve the administration of simulated medications, therapies, and treatments. During participation in such sessions, students observe the performance of peers in managing medical events. In order to create a safe learning and constructive debriefing environment for the participant, strict confidentiality of what transpires on both a clinical and interpersonal level throughout the exercise must be maintained. Participants must feel free to make errors without the risk of liability or employment repercussions. Instructors should discuss confidentiality and note that the session is a safe learning environment at the start of all sessions. Individual feedback provided publicly to each learner during the debriefing process must also remain confidential.

Some simulation exercises are conducted to assess ability and knowledge. In this case, the participant may be required to demonstrate some degree of competency in order to progress within his or her training pathway. In this case, if the simulation is utilized for the purpose of assessment, the results may not be confidential and may influence grades. The purpose of the exercise, whether training, performance improvement or assessment should be made clear by the instructor.

In keeping with this policy, all instructors and students undergoing training at the Simulation Center are required to complete and sign the "MSU Texas Simulation Center Confidentiality and Photo Consent". A signed copy of the consent must be on file in order for an instructor or student to participate in the simulation-based scenario. A copy must also be on file prior to an instructor being assigned login and password access to the B-Line system, which allows the viewing of recorded sessions.

The B-line system allows the Center to assign and restrict access to sessions for review or debriefing to only those instructors/faculty involved in the specific session. Instructors cannot view sessions recorded by other groups. Learners are not provided password access to the system unless a specific request is made by the session faculty member. The Center retains Bline recorded sessions for one year from the date of the training.