Affiliation Agreement  
between  
Cape Cod Community College  
and  

This Agreement, made and entered into as of ________________________, by and between Cape Cod Community College, hereinafter referred to as the COLLEGE and ________________________, hereinafter referred to as the AGENCY, will be effective for a period of two years and reviewed annually. The College and Agency agree upon the following conditions to govern the provision of facilities for the clinical experience of students in the Cape Cod Community College Nursing Program.

The purpose of the affiliation is to provide clinical learning and observational experience for nursing students.

The Agency and the College functioning in collaboration agree to carry out the responsibilities set forth in this affiliation agreement.

The Agency agrees to:

1. Retain full responsibility for the supervision and provision of patient care.

2. Allow students to utilize the facilities and resources of the Agency including supplies and equipment that are essential for clinical experience and quality patient care.

3. Provide adequate space for students and permit the use of parking facilities by instructors and students, if possible.

4. Provide for orientation of designated faculty members to the policies and procedures of the Agency.

5. Plan to meet periodically with designated faculty members of the College to plan for appropriate clinical experiences and to evaluate the student experience.

The College agrees to:

1. Assume and maintain full responsibility for the planning, development and implementation of the educational program in nursing, including clinical instruction and evaluation.

2. Provide orientation to the nursing curriculum for the Agency.
3. Send only students who have completed the College Medical Record including record of immunizations and are up-to-date with vaccinations required by law or regulation for clinical practice. The College also will ensure that all students purchase the College’s health insurance plan or must provide documentation of other health insurance.

4. Ensure that all students have undergone Criminal Offender Record Information (CORI) checks consistent with College policy.

5. Ensure that all students have been screened for illegal drug use consistent with Nursing Program policy.

6. Send only students who will adhere to universal precautions and all applicable requirements of the Health Insurance Portability and Accountability Act of 1996 (HIPAA).

7. Require each student and instructor to have liability insurance.

8. Be responsible for students and instructors in compliance with all rules and regulations of the Agency.

This agreement will be effective for a period of two years and reviewed annually by College faculty and Agency staff to discuss any areas of mutual concern.

This agreement may be terminated by either party upon notifying the other in writing thirty (30) days in advance.

Agency Chief Executive Office

President
Cape Cod Community College

Director of Nursing Services

Chair, Health Sciences Department
Cape Cod Community College