

Ochsner Academics | Clinical Rotation Process

Step 1



Request Pending

- School submits a request in InPlace Network (Request ID generated)
 - School *must* assign students within a graduate nursing or PA request
 - School *has option* to assign students within an undergraduate nursing or allied health request
- Wait for Clinical Education to confirm capacity for the requested rotation and to process

Step 2



Placement Published

- Clinical Education conditionally approves the request pending completion of compliance
- School receives an email notification of student placement



- School must assign students after placement if not assigned during Step 1

Step 3



Modules Assigned

- Student receives welcome email with login credentials & instructions to complete Workday Learn (WDL) compliance modules
 - Where applicable, students will be assigned WDL modules for Epic access
- Student completes the assigned WDL modules
- Student downloads Learning Transcript from WDL and shares with school

Step 4



Compliance Attested

- School receives student Learning Transcript and validates student WDL module completion
- School validates health & safety requirements (see Clinical Education website)
- School logs into InPlace and attests to *both*:
 1. Student Handbook & Confidentiality Modules
 2. Health & Safety Attestations

Step 5



Placement Accepted

- Clinical Education confirms complete compliance in InPlace and updates placement status to Accepted
- The student is cleared to rotate***

***Students are not permitted to rotate until Clinical Education confirms compliance in InPlace and updates placement status to Accepted