



## Grainger Center for Simulation and Innovation

### Confidentiality Policy

**Policy Purpose:** To ensure a safe, confidential learning environment at the Grainger Center for Simulation and Innovation (GCSI) for all learners.

**Accessibility:** This policy will be posted at sign-in centers within GCSI and available on our website.

#### **Policy:**

To participate in, observe or facilitate a session at GCSI you must agree to the following confidentiality statements:

GCSI strives to promote a safe and nonjudgmental learning environment for all learners regardless of their individual or group performance. By signing into the session, I understand that simulation is intended to be a safe place to learn, which includes taking risks, making mistakes, asking questions and exploring opportunities for growth without professional judgment or retaliation. I will allow this for my colleagues, learners and myself by maintaining confidentiality about individual performance during cases or courses.

#### **Images:**

I understand that GCSI requires that specific, separate permission be obtained for any recordings or photographic images that will be used publicly or for research. Participants will be notified if sessions are being video recorded, along with the purpose of recording. Videos utilized for formative and summative evaluations will be securely stored and confidential, accessible only to disclosed parties involved in the evaluation and to which the participant has knowingly consented. Videos utilized for research will abide by approved research confidentiality protocols with rigorous de-identification of performance data.

#### **Attendance:**

I understand and assent to disclosure of my participation in simulation as necessary for demonstration of satisfactory completion of training and for my benefit for achievement tracking, continuing education credit and professional certifications.

#### **Performance:**

I understand that simulation is a valuable tool for improving health care systems and that my performance may contribute to quality improvement data that can be analyzed to improve equipment, work flows and ultimately patient care.

#### **Accountability:**

I hold myself and my colleagues accountable for confidentiality of individuals' simulation performance and personal debriefing experience. If I feel this policy has been breached, I know I can report it to the Office of Academic Affairs at NorthShore University HealthSystem (NorthShore) or through the NorthShore Event Reporting system.