

Simulation Support Request Intake Form: Part 2 Human Simulation

Instructions:

Submission of the Part 2 form is required at least 6 weeks prior to the session. To complete the request process, it must include all necessary templates found on the [Simulation Center](#) website. Submit additional templates to HS-HumanSimulationSupportTeam@ucdavis.edu. (e.g., standardized patient checklist, scripts, exam flow, scenarios, and equipment requirements).

Human Simulation Space, Equipment and Support team assignment:

Official event title:

Date(s) assigned for event:

Time(s) assigned for event:

School/Department:

IOR/Faculty/Facilitator:

Coordinator:

Delivery/Technology format:

Number of learners:

Lead simulation staff assigned:

Course location assigned:

Clinical exam rooms assigned:

Part 1 survey ID

Q3. Please list any relevant changes that occurred from the above information:

- Official Event Title: _____
- Date(s) of Event: _____
- Time(s) of Event: _____
- School/Department: _____
- IOR or Coordinator Information: _____
- Delivery/Technology Format: _____
- Learner Type _____
- Number of Participants: _____
- Number of Exam Rooms Needed: _____
- Number of Debrief Rooms Required: _____

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Q4. Name(s) of onsite lead instructor(s) at event?

Q5. Total number of learners?

- Per Session – Multiple sessions during the day
- Per Day – In total for day

Q6. Will the learners be divided into groups or stations?
(Example: Multiple learners per room)

- Yes
- No

Q7. How will learners be assessed?

- Pre/Post Test
- Individual Rating
- Faculty Observation and Review
- Other (Please Explain):

Q8. How will learners receive feedback?

- Immediate Debrief
- Follow-up Discussion
- Written Evaluation
- Other (Please Explain):

Q9. Enter any additional notes not covered above:

Clinical Skills Examination Room Details

Q10. Please list additional required equipment and set-up instructions.

Note: Standard examination room equipment includes patient gown, drape, HEENT (head, eyes, ears, nose, and throat) instruments, and gloves.

BLine Related Details

Q11. Please select BLine support requirements.

- None (self-support)
- Session Announcement
- Live Monitoring of SP/Student encounter
- Review Recorded Training Event
- Checklist Standardized Patient
- Checklist Student Interstation/Exercise
- Checklists Faculty
- Student Evaluation/Grading
- Video Release to Learner/Faculty
- Other (Please Explain):

Q12. Is this activity a graded assignment via the BLine system?

- Yes
- No

Q13. Will students complete a follow-up assignment requiring the BLine engagement?
(e.g., CPX Phase 2)

- Yes
- No

Standardized Patients details.

Q14. Do you require Standardized Patients (SPs) for the session?

Yes

No

Q15. Please indicate the number of Standardized Patients to recruit:

Q16. Please indicate length of each Standardized Patient session in hours:

Q17. Is the Standardized Patient required to be onsite?

Yes

No

Q18. Please enter preferred demographics for Standardized Patient recruitment:

Q19. Please list required skills for Standardized Patient to perform:

Q20. Is a Standardized Patient checklist required?

- Yes
- No

Q21. Will the Standardized Patient be required to provide feedback during or after the session?

- Yes
- No

Q22. If yes, please select how the feedback will be provided:

- Written
- Verbal
- Both
- Other (Please Explain):

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Q23. Please list clinical scenarios you are planning:

- Example:
1. Female complaining of abdominal pain
 2. Geriatric patient with confusion
 3. Adolescent with depression

- Scenario/Simulation 1 _____
- Scenario/Simulation 2 _____
- Scenario/Simulation 3 _____
- Scenario/Simulation 4 _____
- Scenario/Simulation 5 _____
- Scenario/Simulation 6 _____
- Scenario/Simulation 7 _____
- Scenario/Simulation 8 _____

NOT for submission

Physical Exam Model (Non-actors used for examination purposes exclusively)

Q24. Do you require physical examination models?

Yes

No

Q25. Please indicate the number of models to recruit:

Q26. Please indicate length of each model per session in hours:

Q27. Please describe procedure performed with model:

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Q28. Please include additional instructions for model engagement below:

The Standardized Patient Program will contact you if additional information is required.

Standard Standardized Patient (SP) Program follow up process:

- Six weeks prior – Confirmation of request
- Four weeks prior – Update with projected availability of SPs, potential adjustments
- Two weeks prior – Final SP/model roster provided to client
- One week – SP training to be completed

After submission of this form please complete the following templates:

- Scripts (Faculty/SP/Learner)
- Exam Flow
- Grading Rubrics
- Additional Notes as Required

Please send to: HS-HumanSimulationSupportTeam@ucdavis.edu

You will receive confirmation from the assigned Simulation Support team member once received. A follow-up meeting may be scheduled for further discussion.

I acknowledge Part 2 components to be submitted.