



Dear Simulation Center Leadership,

The University of Washington's Master of Science in Healthcare Simulation Science Education (HCSS-Ed) is an 18-month (six quarter), 44-credit, part-time course-based master's degree program which combines didactic coursework, a simulation center practicum, and a non-thesis capstone project to prepare graduates for a career in healthcare simulation.

You are receiving this letter because a prospective applicant to the UW degree program has identified your simulation center as a potential host site to satisfy their simulation center practicum requirements. This letter is to provide context about the degree program, and the simulation center practicum, and the responsibilities and expectations of the host site.

The Practicum: This practicum is designed as an opportunity to apply all the theoretical information delivered in the didactic education and simulation courses in the first year and give the students "real world" experience to the healthcare simulation setting. Practicums will occur during the summer quarter (mid-June through mid-August) and are intended to provide the student with hands-on experience in the simulation center setting. During the practicum, students will work with a simulation center's leadership to progress from a novice, to a proficient simulationist.

Student Responsibilities and Expectations: During the practicum, students will observe simulation activities, assist in the execution of simulation activities, and participate in teaching activities. Students will work with their simulation center leadership to identify an area of patient safety, healthcare quality, or efficiency which could be addressed via a short simulation-based interventional curriculum and will present a comprehensive overview of the intended short-course as a written report in week 5 of the practicum. This report will be submitted to the UW Practicum Program Leadership for review and approval. Following leadership approval, students will then develop, and deploy a small-scale healthcare simulation course for learners at the simulation center, prior to the conclusion of the practicum.

Host Site Requirements and Expectations: The host site's leadership will engage in mentorship of the student, provide guidance, teaching opportunities, and support in the short-course proposal, deployment, and final written report. The host site will also be responsible for any fees, costs, or expenditures incurred by the simulation center during the applicant's practicum. This may include, but may not be limited to:

- Courses and supporting course materials deployed at the simulation center, by, or with assistance from the student.
- Development, testing and deployment of novel technologies for simulation instruction in healthcare, by or with assistance from the applicant.
- Research support.

UW Program Leadership Responsibilities and Expectations: UW's Practicum Program Leadership will conduct formal oversight of the practicum, including the review, evaluation, and the provision of feedback for short course proposals, final reports, and overall student evaluation and grading.

Thank you for your interest in supporting an applicant to the University of Washington's Master of Science in Healthcare Simulation Science Education. If your Simulation Center is willing to serve as a Host Site for this student's application, please complete the following Host Site Agreement, and return it to the student. A completed host site agreement is a necessary component of an application to the degree program. If you require additional information, please email simmasters@uw.edu with any questions.

Sincerely,

Robert Sweet, MD FACS
Practicum Director
Master of Science in Healthcare Simulation Science Education