

Day 1 Pre-Arrival Checklist

Chapter 7 — The Day 1 Playbook

Run through this the night before or morning of your first clinical day with a new group.

- ☐ Confirm meeting location, time, and parking instructions have been sent to all students
 - ☐ Confirm unit is still expecting the group, with current census/acuity checked
 - ☐ Bring printed rosters, objectives, and any required day-one paperwork
 - ☐ Confirm your own badge/access is active before students arrive
 - ☐ Identify a backup plan if the unit cannot accept the full group that day
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From The Clinical Faculty Field Guide: Ready-to-Use Tools, Scripts, and Evidence-Based Guidance for Every Stage of the Clinical Rotation.

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