Student Guide to Acemapp

ACEMAPP OVERVIEW

ACEMAPP is a program which tracks clinical site compliance. This online database connects students and faculty to assigned clinical sites, tracks individual requirements, and allows clinical sites & your CFC to view/audit the completion status of requirements.

Once your clinical placement is assigned, you will be notified of ACEMAPP tasks related to your specific clinical site & rotation. Requirements and deadlines will vary based on assigned clinical site. Your Clinical Facilities Coordinator will guide you through site-specific requirements and act as a liaison between you and your clinical site.

SETTING UP YOUR ACEMAPP ACCOUNT

You will receive an emailed invitation from ACEMAPP affiliating you with the Linfield School of Nursing. Please note that this link is often delivered to a junk mail folder. You must have all ACEMAPP onboarding checklist items done by your assigned deadline.

While ACEMAPP and Complio are different databases, many of the requirements overlap. You must link these accounts so that your approved Complio items automatically transfer into ACEMAPP. CLICK HERE for Instructions on linking ACEMAPP and Complio accounts.

ACEMAPP ONBOARDING CHECKLIST

- ☐ **ACCEPT ACEMAPP INVITATION** *CHECK JUNK FOLDER*
- ☐ **COMPLETE ACEMAPP PROFILE** *WITH PERSONAL INFO*
    - ☐ General
    - ☐ Emergency Contact
    - ☐ Security
- ☐ **LINK ACEMAPP & COMPLIO** *TO FULFILL OVERLAPPING COMPLIANCE ITEMS*
- ☐ **(3) SMC* ASSESSMENTS** *MUST BE RENEWED ANNUALLY*
    - ☐ Bloodborne Pathogens
    - ☐ HIPAA
    - ☐ OSHA
- ☐ **COMPLETE CLINICAL SITE REQUIREMENTS**

*Linfield University - School of Nursing is affiliated with Student Max Connections (SMC), a nursing clinical education consortium serving the Portland and SW Washington areas. The SMC connects participating schools and clinical sites for nursing education. It is against the Consortium policy for students to approach sites or units within the Consortium area in an attempt to secure their own placement.

FURTHER SUPPORT & RESOURCES

Review this guide and the **compliance webpage** thoroughly. For further support, contact:

- **Acemapp Technical Support:** support@acemapp.org or 844.223.4292
- **School of Nursing:** schoolofnursing@linfield.edu