

# CLINICAL REQUIREMENTS FOR UNDERGRADUATE PROGRAMS

## Clinical Studies Portal Document Uploads Required

B.Sc.(N.) and B.N.(I) students must also meet the following requirements:

### OIIQ Registration

All Nursing students must be licensed with the *Ordre des infirmières et infirmiers du Québec* (OIIQ). For more information, see Registration with the Profession (Immatriculation or Licensing during the Course of Study).

### Faculty of Medicine and Health Sciences' Code of Conduct

All students are required to read the Faculty of Medicine and Health Sciences' Code of Conduct. The Code of Conduct can be found at [mcgill.ca/medicine/about/our-vision-mission-values/code-conduct](http://mcgill.ca/medicine/about/our-vision-mission-values/code-conduct). See [mcgill.ca/nursing/students/student-portal/clinical](http://mcgill.ca/nursing/students/student-portal/clinical) for deadlines and further details.

### Vaccination/Immunization Requirements

See Vaccination/Immunization Requirements for Health Sciences Programs. A copy of the immunization form outlining requirements can be found at [mcgill.ca/wellness-hub/hub-clinical-services/medical-notes-and-immunization-reviews](http://mcgill.ca/wellness-hub/hub-clinical-services/medical-notes-and-immunization-reviews). **Annual influenza (flu) vaccination is mandatory.** Entry into the McGill University Teaching Hospital Network of Affiliated Centers is dependent on having met the immunization requirements. Immunizations must be complete (or in progress for Hepatitis B) as outlined at [mcgill.ca/nursing/students/student-portal/clinical](http://mcgill.ca/nursing/students/student-portal/clinical) by the start of the first year of studies involving clinical courses (U1 for B.Sc.(N.); U2 for B.N. (Integrated)).

### Mask Fitting Requirements

Prior to commencing NUR1 331 Nursing in Illness 1. or NUR1 434 Critical Care Nursing Practicum., all Nursing undergraduate students must be "mask fitted" by Student Health Services to protect against airborne transmissible infections to which they may be exposed in the clinical setting. A mask fitting is valid for two years and must be renewed to continue in clinical studies. Students who are not able to be fitted with a mask due to face shape must indicate this to the clinical instructor so that the necessary precautions are taken. See [mcgill.ca/nursing/students/student-portal/clinical](http://mcgill.ca/nursing/students/student-portal/clinical) for further details.

### CPR

All students are required to obtain and maintain CPR Health Care Provider (CPR-HCP) certification throughout their nursing studies. The Ingram School of Nursing often coordinates in-house training sessions, which students have the option of attending to fulfil the necessary

requirement. See [mcgill.ca/nursing/students/student-portal/clinical](http://mcgill.ca/nursing/students/student-portal/clinical) for deadlines and further details.

### SafeTALK

SafeTALK, a half-day suicide alertness training program, is mandatory for B.Sc.(N.) U1 and B.N.I. U2 students. The cost is \$50.00.

The workshop will be coordinated by the school and students will be notified via email regarding the training dates and registration deadlines. Proof of certification is required.

Exemptions from the training can be applied to students who meet the criteria, given that proof of certification or previous experience is uploaded to the portal.

For further information regarding deadline dates to submit proof of certification or to review the list of exemptions, please visit [mcgill.ca/nursing/students/student-portal/clinical](http://mcgill.ca/nursing/students/student-portal/clinical).

### HSPnet Authorization

The Ingram School of Nursing uses a web-based application called Health Sciences Placement Network (HSPnet) to coordinate clinical placements. HSPnet is a secure web-enabled application developed and managed by the BC Academic Health Council on behalf of its partners in several jurisdictions across Canada.

The HSPnet database contains information about students in clinical placements within health agencies. Students must authorize their educational unit to use and disclose their personal information (name, student profile) and to use (but not disclose) their personal health information via HSPnet for the purpose of locating and coordinating placements as required for their educational program.

For further information regarding deadline dates to submit HSPnet authorization, please visit [mcgill.ca/nursing/students/student-portal/clinical](http://mcgill.ca/nursing/students/student-portal/clinical).

### Flu Vaccine

All students are required to provide proof of flu vaccine on an annual basis throughout their studies.

For further information regarding deadline dates to submit the proof of vaccine, please visit [mcgill.ca/nursing/students/student-portal/clinical](http://mcgill.ca/nursing/students/student-portal/clinical).

### Co-op Work Permit (International Students)

The program includes a mandatory practical work component (such as a co-op, placement, or stage). Accordingly, if you are not a citizen or permanent resident of Canada and, whether or not you will be paid, you must obtain a "co-op work permit" in addition to your study permit. Please see McGill's International Student Services website for details.

You will need to obtain the co-op work permit before you begin your clinical studies and clinical internship. In order to apply for the co-op work permit, you will need written confirmation that your program includes a mandatory practical work component. In order to obtain a letter that confirms that you have a mandatory practical work component, download the co-op work letter (.pdf file) here for the program to which you were admitted. You will accompany the letter below with your letter of offer of admission when applying for the Work

Coop Permit. You will also need to submit a Medical Exam with your application. Detailed instructions can be found on McGill's International Student Services website at [mcgill.ca/internationalstudents/work/co-op-internship-work-permit](http://mcgill.ca/internationalstudents/work/co-op-internship-work-permit).

Students applying for the co-op work permit must include an *international student letter* (downloadable here) in addition to their acceptance letter into their program at McGill.

For further information regarding deadline dates or to upload the letter, please visit [mcgill.ca/nursing/students/student-portal/clinical](http://mcgill.ca/nursing/students/student-portal/clinical).

## Criminal Background Verification

Clinical agencies require students entering their facility to provide a self-declaration on a Criminal Background Verification Form or undergo a formal Criminal Reference Check prior to being granted permission to enter their facility. Inability of the student to gain access to clinical study settings will preclude their ability to meet the clinical course requirements within their program of study. Registration with the Profession (OIIQ) requires that students declare any criminal offences—students who are not able to obtain a nursing student license from the OIIQ cannot continue in the program, as this license is required to enter clinical studies. In addition, if the student is accused of a criminal offence during studies in the nursing program, the OIIQ must be notified. Any student who is not able to obtain a nursing student license from the OIIQ cannot continue in the program.

## Clinical Courses

- Clinical courses must be taken sequentially as identified in the course of study (Bachelor of Science (Nursing) (B.Sc.(N.)) - Nursing (103 credits) and Bachelor of Nursing (B.N.I.) - Integrated Nursing (65 credits));
- Students are expected to demonstrate professional behaviour at all times. The OIIQ Code of Ethics, the Faculty of Medicine and Health Sciences' Code of Conduct, and the McGill University Code of Student Conduct (as outlined in the Handbook of Student Rights and Responsibilities) provide guidelines. Accountability and professionalism are evaluated throughout clinical courses. All students must attend ISON professionalism seminars and interprofessional seminars deemed as mandatory. Failure to adhere to requirements related to professional behaviour can preclude access to clinical studies;
- Professional behaviour is expected in relation to classmates, teachers, patients/families, standardized patient/persons, the interprofessional team, and the institutions and community agencies within which studies take place;
- Students must be registered with the profession (see Registration with the Profession (Immatriculation or Licensing during the Course of Study)) before they can have access to clinical placements;
- In any formal documentation, such as in the patient's chart, students must identify themselves as a McGill Nursing Student with the respective year of study noted;
- Name badges indicating affiliation with McGill University and the program of study must be worn at all times in clinical studies. These are ordered in the Fall term for all students registered in specific nursing courses. Fees for these will be automatically charged to your student account;
- Attendance in clinical courses is mandatory and absences must be communicated to the instructor. Students with repeat absences may be asked to defer clinical studies if progress in the clinical course is compromised;
- Students whose pattern of performance in clinical studies is not meeting expectations relative to the course objectives will be informed and the student must develop a learning plan that focuses on strategies to ensure success. Students whose performance is well below expectations or deemed to be incompetent or unsafe in clinical studies will be required to leave the course—in this case the student will receive a grade of F. A meeting with the Program Director is required in such cases;
- Students are required to comply with the Ingram School of Nursing uniform policy (or that of the clinical agency) during clinical placements. Details are given in the Ingram School of Nursing Faculty and Student Handbook;
- Students are required to purchase a stethoscope and other health-assessment equipment required within specific courses;
- Students must budget for travel expenses to and from a clinical agency for the duration of their clinical course;
- Clinical placement selections are made carefully to ensure that students meet program objectives and not made on the basis of student choice except for the following exclusions: NUR1 435 Ambassador Critical Care Practicum., NUR1 530 Nursing Practice Consolidation., and NUR1 531 Ambassador Nursing Practice Consolidation.; when the student or close family member is employed on the placement unit; when the student is or has been followed as a patient on the placement unit; when the *Service d'évaluation des risques de transmission d'infection hématogène* (SERTIH) of the Quebec *Institut national de santé publique* has indicated restrictions on the student's placements; or other legitimate reasons determined by the Clinical Partnerships Office in consultation with the student and faculty;
- Students who are seropositive for Hepatitis B, C, or HIV and/or any other blood-borne pathogens have an obligation to notify their Program Director. These students are referred to the Blood-Borne Infection Risk Assessment Unit (*Service d'évaluation des risques de transmission d'infection hématogène* [SERTIH]) of the *Québec Institut national de santé publique* responsible for all infected workers, including nursing students. The service will make recommendations regarding clinical placement based on the nature of the situation;
- Clinical courses can require that students study during the day, evening, night and/or weekend;
- Students requesting clinical placements outside the McGill University Teaching Hospital Network (option only available for NUR1 435 Ambassador Critical Care Practicum. and NUR1 531 Ambassador Nursing Practice Consolidation.) must be in Satisfactory Standing in their program as well as have a CGPA of at least 3.2. Certain placements may require a higher CGPA. Placement decisions in NUR1 435 Ambassador Critical Care Practicum. and NUR1 531 Ambassador Nursing Practice Consolidation. take into account the strength and completeness of the proposal for placement, the level of autonomy and accountability of the student, the pattern of the student's progress in the program, and interviews;
- B.N.(I) students must successfully complete all Fall and Winter U2 courses **prior** to taking NUR1 434 Critical Care Nursing Practicum. or NUR1 435 Ambassador Critical Care Practicum..