Welcome to Memorial University of Newfoundland Faculty of Nursing. Congratulations on the first of many academic milestones you will achieve during your preparation for entry into the nursing profession! You join a class of 85 other students who are about to embark on an exciting and challenging educational opportunity as students in the Bachelor of Nursing (Collaborative) Program (4-Year) and Accelerated (3-Year) Options. You are now part of this School's proud 54+ year history of providing nursing education at the baccalaureate level.

You will find important information enclosed with this letter. Please take some time now to review ALL of this information.

Orientation and Starting the Program:

To assist in making your transition to this professional school, there are orientation programs to Memorial University and the Faculty of Nursing. This year, these programs will be offered remotely through the latter part of the summer and into the Fall semester (please see MUN101 and MUNUp for resources and activities offered by the university. We will soon open a Welcome to Nursing Bright Space shell for information specific to our incoming nursing students. On Tuesday, September 8, 2020 all nursing students accepted to Year 1 of the BN (Collaborative) Program (both options) are invited to attend their orientation program to the Faculty of Nursing at 9:00 a.m. – 3:00 p.m. We will let you know soon by email and announcements in the Bright Space shell about the activities planned for that day.

Pre-Clinical Requirements:

Required pre-clinical documents must be submitted to the attention of Clinical Program Administrator, by August 24, 2020 except for Certificate of Conduct and Vulnerable Sector check – see note in section outlining this requirement; after this date, applicants may jeopardize their progression in the program. Please contact Alison Maddigan-Cox (Clinical Program Administrator) at nursingrecords@mun.ca if you have any questions.

You are required to submit to the Faculty of Nursing:

- A complete record of immunizations (including childhood immunizations)
- Blood work reports for titres
- 2-step TB skin test documentation
- A completed Student Information Form (see form enclosed)
- A completed Health Sciences Placement Network [HSPnet] Consent Form (see form enclosed).
- CPR Level - HCP (Health Care Provider) certificate
- Standard First Aid course certificate
- Certificate of Conduct and Vulnerable Sector Check  Note: Different submission date

Please see the “Student Pre-Clinical Requirements” document regarding specific dates related to completion and for further information on these requirements in Section 3.

Please ensure that you keep a photocopy of all documents for your records.
Registration and Course Schedule Change

In Section 1, you will find the list of CRN's for your fall Nursing courses. Please note that NURS 1017 *Fundamental Psychomotor Competencies*, normally offered in the Fall, is not on your list. Due to the requirement for remote delivery of courses as possible during Fall 2020, this 1-credit lab course has been rescheduled to occur in the Winter sequence. As NURS 1017 must be completed prior to the clinical placement course schedules for the winter, you are advised that part of all of NURS 1520 Care of the Older Adult: Practice may occur after the exam period for Winter 2021 and before the beginning of the Spring semester. As we know more about the health status of the province and clinical resources available in the late Fall, we will update you as to what that course will look like for your Winter semester schedule.

**MUN Email Address:**

It is necessary for every student to have an active MUN e-mail address. The School will be using MUN e-mail addresses to communicate announcements and important information to the student body on a regular basis. If students have any questions or problems with accessing their @mun.ca e-mail accounts, they should contact Information Technology Services at (709) 864-4595. Please ensure your contact information (e-mail addresses, local and permanent, and telephone number) is up-to-date through Memorial Self-Service.

I would like to take this opportunity to congratulate you on your successful application to the BN (Collaborative) Program, and to wish you well through the rest of your summer.

We look forward to meeting you in September.

Sincerely,

[Signature]

Professor Andrea Brennan-Hunter  
Associate Dean, Undergraduate Programs  
MUN Faculty of Nursing  
709-864-4626 (Sec.)  
nursundergrad@mun.ca
SECTION 1

REGISTRATION COURSE SCHEDULE
Memorial University of Newfoundland Faculty of Nursing
Fall 2020 Registration Information
BN (Collaborative) Program (4-Year Option)

The nursing courses you are required to complete during Fall 2020 are listed below, please review course offering information (http://www.mun.ca/regoff/registration/course_offerings.php), including times for each class and lab to coordinate your schedule and avoid overlaps.

Please ensure you register for and submit all your courses together at the same time and that you do so as soon as possible to allow for successful registration.

If you have questions regarding nursing course registration please email nursundergrad@mun.ca

<table>
<thead>
<tr>
<th>Year 1 (4-Year Option)</th>
<th>Section</th>
<th>CRN</th>
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<tbody>
<tr>
<td>Biochemistry 1430</td>
<td>081</td>
<td>49549</td>
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<tr>
<td>NURS 1002 Anatomy &amp; Physiology I</td>
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<tr>
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<td>002</td>
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<td>003</td>
<td>41784</td>
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<td></td>
<td>004</td>
<td>61667</td>
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<tr>
<td>NURS 1003 Dvlp Therapeutic Relationship</td>
<td>001</td>
<td>41787 AND one of the following N1003 lab slots</td>
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<tr>
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<td>002</td>
<td>41803</td>
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<td>003</td>
<td>41798</td>
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<td>41788</td>
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<tr>
<td></td>
<td>008</td>
<td>41799</td>
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<tr>
<td>NURS 1004 Nursing Foundations</td>
<td>001</td>
<td>49687</td>
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3 credit hours in a Critical Reading & Writing (CRW) designated course in English

| PHIA 1000 Health Privacy Law Train | 004 | 56744 |
|                                   |     |       |
(For further information on PHIA 1000, refer to page 4 of the Student Pre-Clinical Requirements Booklet)

| Science 1807 Safety in the Scientific Lab | 001 | 63122 |
| Science 1808 WHMIS                 | 001 | 74221 |

Science 1807 and WHMIS 1808 are two safety modules that must be taken by all students who take courses (e.g., Anatomy & Physiology, Microbiology, and clinical courses) where hazards are present.

If you have already completed ENGLISH 1080 (or its equivalent), please select another course requirement in the program from the following list:
- Psychology 1000
- 3 credit hours in English (you need a total of 6 credit hours in English for the BN (Collaborative) Program)
- Statistics 1510 or 2500 or equivalent, or Education 2900
- 3 credit hours chosen from Philosophy, or Religious Studies 2610
- 3 credit hours in any one of Anthropology, Archaeology, or Sociology
- 3 credit hours in an Elective Course
<table>
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<th>YEAR</th>
<th>SPRING</th>
<th>WINTER</th>
<th>FALL</th>
<th>YEAR</th>
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<tr>
<td>BN (Collaborative Program) Course Sequence</td>
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SECTION 2

UPCOMING EXPENSES
TO: ALL FIRST YEAR NURSING STUDENTS - 2020

RE: Planning for purchases and relevant costs associated with your Professional Education

As a university student, most of your expenses in the upcoming year will be a part of that overall experience at MUN (tuition, accommodation costs as applicable, meal plans, etc.). Please see http://www.mun.ca/undergrad/money/index.php for an overview of those general costs.

As students entering a professional school, please know that there are also a number of items and services that you will be required to purchase beyond those general costs referred to above. As possible, estimates of the costs for the items listed below are provided. This information is being provided at this time since budgeting for these extra costs may be more easily accommodated with early notification. This list does not include every extra cost associated with nursing education but it does represent the major categories of extra costs.

1. TEXTBOOKS & DOCUMENTS

You will be required to purchase a number of text books and/or documents across the years of the nursing program. Most of those texts will be in the first half of the program and used sequentially through the program; as such, your costs can be expected to be greatest in the first part of the program. Some of these resources are primarily linked to specific courses and others are 'core books' used throughout the program. The books and documents you are asked to purchase will be provided in a list posted on the School of Nursing Website before each semester (the 2020-2021 Fall list will be posted by July 17th) and are also attached at the end of this letter (specific to Fall 2020). Please check the University Bookstore website https://mun.bookware3000.ca/Course/campus if you have questions regarding access to your books or costs.

In the Fall of 2018, the Schools of Nursing decided to switch to e-books for courses unless paper versions were required. Nursing students at other universities have valued the cost saving achieved as well as the easy and immediate access they have to their books in all settings. Each site developed 'a Year 1 E-package' that contained the books required for the first year of studies. Students at WRSON and CNS are continuing with these e-book packages for their Year 1 and 2 students this Fall. The students at MUNFON, however, strongly advocated for a choice for students and separate Fall and Winter packages. Therefore you will see choices in the list provided when choice is available, and for the Fall only at this time. (Note: July 9, An error was noted in the quote received for book costs. We have removed the booklist from the package at this time and will send it separately next week)

- E-books may be a change for many students. Although e-books are strongly recommended, students may choose the options that work best for them.
• There are some books which are not listed with an e-text option. These include five “core” texts which will be used as referents in each course of the program and two course texts which the instructors have requested in paper format based on their use in the respective courses. You will see these texts and expected costs in a table following this letter.

• If you consider buying used textbooks for some of your courses to help reduce costs, be careful that the edition of the used text is the same as the one required by your professor. Also be aware that many e-text resources are not transferable. If you have any questions about the suitability of a used text book, consult your course professor during the first week of classes.

2. **ATI**

All students are required to buy an on-line resource to be used throughout the program. *Please see the bulletin to follow.* Expected costs $150.00 US *+tax* year ($172.50)

3. **UNIFORMS and CLINICAL SUPPLIES**

*Please refer to the enclosed professional appearance policy and information bulletin for incoming students.*

- Uniforms (at least two). The School of Nursing does require that you buy a specific uniform style and color. Needed for winter semester. Prices vary - approximately $80-100 per uniform
- Crests (available at the University bookstore - about $5.00 each)
- MUNFON name tag (normally ordered on Orientation Day, but may be delayed due to ‘remote semester’ - further information to follow from Nursing Society – about $15.00)
- Footwear (prices vary – about $100.00)
- Lab coat/warm-up jacket for clinical – $40-50
- Watch (one that enables you to count off 60 seconds)
- Stethoscope/ Penlight/ Bandage scissors (more information at Orientation)
- Vaccines and/or TB testing – some costs may apply

4. **LAB KITS**

Used for courses with a psychomotor lab component in Years 1-3 and practice throughout the program – 3 kits presently used – Year 1 N1017 kit will be bought in the Winter and is about $35 (listing not yet available for Winter 2021 - $31.75 *(plus taxes)* in Winter 2020)

5. **TRANSPORTATION FOR CLINICAL COURSES.**

All of your classes and labs this Fall will occur via remote delivery technologies.

There are no clinical courses in the first semester, but transportation costs associated with clinical course placements have been a source of extra expenditure by nursing students. *Students are responsible for any costs associated with these placements.*
Traditionally, most clinical courses have made use of well-known health care institutions and agencies within the City of St. John’s for student placements. In any clinical course, students may be assigned to shifts which demand arrival to and/or departure from an agency sometimes outside the normal operating hours of public transportation.

Metrobus operates in and around St. John’s and connects frequently with MUN. Information re schedules can be obtained at 709-722-9400 or http://www.metrobustransit.ca/home.asp#

We are also increasingly making use of clinical placements in non-traditional health care and health related agencies within St. John's and the surrounding communities of Mount Pearl, the Gould's, Bay Bulls, Paradise, Torbay etc. In many cases, there is no public transportation available to these sites and often taxis are the only means of transportation. Car pooling and sharing cab fares is one way to reduce costs.

In your final year, you will be placed within a Community Health Nursing agency somewhere in the province, or in another province for NURS N4512 (the latter only if requested by the student and placement is approved). It is probable that your placement will not be in St. John’s.

*If you have any questions about the material contained within this information packet please write them down today and we will answer them on or before your Orientation Day or feel free to contact us through the Welcome to Nursing Bright Space shell or at nursundergrad@mun.ca.*
SECTION 3

STUDENT PRE-CLINICAL REQUIREMENTS

- Student Pre-Clinical Requirements Document
- Student Information Form
- HSPnet Consent Form
BACHELOR OF NURSING (COLLABORATIVE) PROGRAM

Student Pre-Clinical

Requirements

2020

Memorial University Faculty of Nursing
Centre for Nursing Studies
Western Regional School of Nursing

The student is responsible for completing all of these requirements as outlined in the document and at their own expense as per the timelines indicated. Students unable to meet these requirements may be delayed or prevented from completing the Nursing Program.
INTRODUCTION TO STUDENT PRE-CLINICAL REQUIREMENTS

The purpose of this document is to provide the nursing student with a concise and organized way of collecting and maintaining all of the basic requirements necessary for entry into the clinical setting. The School of Nursing has an obligation to protect the safety and well-being of both its students and the public. To ensure this, there are several criteria the clinical agencies require of the student. Use this document as a guide for you to meet these requirements. The student is responsible for completing all of these requirements as outlined in the document and at their own expense. Students unable to meet these requirements may be delayed or prevented from completing the Nursing Program. All students must have the relevant documentation submitted to the School of Nursing as per the timelines indicated in this document. All documents submitted to the School of Nursing must be in English.

You are responsible for keeping copies of any documents submitted to the School of Nursing to prove that all requirements are met.

CONFIDENTIALITY

All information requested by the Bachelor of Nursing (Collaborative) Program will be used solely for the administration and management of the program. Personal information is collected under the authority of the Memorial University Act (RSNL 1990 Chapter M-7), under the authority of Sections 61 and 62 of the Access to Information and Protection of Privacy Act, 2015 and the Personal Health Information Act. This is used and disclosed for the purposes of facilitating your clinical placement, academic administration and program planning and will not be otherwise disclosed except as authorized by law. Questions about this collection, use and disclosure of personal information and personal health information may be directed to:

Memorial University Faculty of Nursing at (709) 864-8352
Centre for Nursing Studies at (709) 777-8161
Western Regional School of Nursing at (709) 784-5489

OVERVIEW OF STUDENT PRE-CLINICAL REQUIREMENTS

Personal Health Information Act (PHIA) 1000-Health Privacy Law Training

The Personal Health Information Act (PHIA) 1000 - Health Privacy Law Course is mandatory and is required to be completed prior to beginning any clinical placements in Newfoundland and Labrador. This course is offered in the Fall semester through online learning (Brightspace) at MUN. Students have to register for this course through MUN Self-Service registration. Please see the course offerings for the course reference number (CRN). Students should review the Personal Health Information Act (PHIA) 1000 - Health Privacy Law Course Home Page on Brightspace before completing the 45 minute track for health care providers. Following completion of the course, print the Record of Achievement form and the Oath/Affirmation of Confidentiality form.

The Oath/Affirmation of Confidentiality form has to be signed in the presence of a Commissioner for Oaths. Upon return to campus a time will be arranged for witnessing your documents. The Commissioner for Oaths is required to view your Memorial University Student Identification card. Following the Oath, you will be required to submit the original copies of the documents to:

Memorial University Faculty of Nursing: Clinical Program Administrator
Centre for Nursing Studies: BN Registrar
Western Regional School of Nursing: General Office

Keep a copy of the Record of Achievement for your records.
Vaccinations

All students MUST submit a copy of their complete immunization record (including childhood immunizations). These are clinical agency requirements. This information may be obtained through your local community health office.

Please see below for more information about these immunizations:

- **Hepatitis B** – If you have not been previously immunized, it is recommended that students of Memorial University Faculty of Nursing and the Centre for Nursing Studies contact the Memorial University Student Wellness and Counselling Centre to arrange to have the Hepatitis B immunizations. Western Regional School of Nursing recommends that you receive these immunizations from a Community Health Nurse. Upon completion of the Hepatitis B vaccine series you are required to provide a copy of your Hepatitis B surface antibody* titre result (see section on Titre/Serology Reports) to the school.

**What is Hepatitis B?**

Hepatitis B is one of several viruses that can cause hepatitis. Hepatitis B is found mainly in the blood and bodily fluids of an infected person.

**How Can I Become Infected with Hepatitis B?**

Hepatitis B infection can be spread through having contact with the blood and body fluids of someone who already has a hepatitis B infection.

**Who Is at Risk for Becoming Infected with Hepatitis B?**

Health care workers who will be repeatedly exposed to blood or blood products or to the risk of needle stick injury will be at risk for infection with the Hepatitis B virus.

The current Canadian Immunization Guide recommends the following:

1. Receive 3 doses of the Hepatitis B vaccine:
   - Second dose is given 1 month after the first dose and the third dose is given 5 months after the second dose.

2. After receiving 3 doses of the Hepatitis B vaccine:
   - Check anti-HBs level 1-6 months after the 3rd dose. [If the anti-HBs value is at least 10 IU/L, submit a copy of the blood work report to the School of Nursing.]

3. What do I do if my anti-HBs level is less than 10 IU/L after 3 doses of the hepatitis B vaccine?
   - If the anti-HBs titre was completed 1-6 months after the 3 dose series and the value is less than 10 IU/L, the 3 dose series should be completed again, following the schedule outlined in # 1 and 2.
   - If the anti-HBs titre was completed greater than 6 months after the 3 dose series and the value is less than 10 IU/L, obtain 1 dose of the hepatitis B vaccine and check the anti-HBs level in 1-6 months. If the value is still less than 10 IU/L complete the vaccine series and check the anti-HBs level 1-6 months after completing the series. [If the anti-HBs value is at least 10 IU/L, submit a copy of the blood work report to the School of Nursing.]

*Note: Hepatitis B surface antibody is post hepatitis B immunization blood work (anti-HBs or HBsAb titre).
• Measles, Mumps, Rubella (MMR) – You must have evidence of two doses of MMR vaccine after 1 year of age.

• Diphtheria/Tetanus/Polio - Documentation of a primary series of three doses of a combined tetanus, diphtheria, and inactivated polio vaccine. This may be noted on your immunization record from childhood.

A booster dose of Tetanus/Diphtheria (Td) is recommended every ten years in adulthood.*

*Tetanus, Diphtheria, and acellular Pertussis (Tdap) - One dose of Tdap vaccine is now recommended in adulthood (18 years of age and older). If you have not received a dose of pertussis-containing vaccine within the last ten years and are due for a tetanus booster, you should receive Tdap vaccine to meet this requirement.

• Varicella – You must have evidence of a varicella titre (see section on Titre/Serology Reports). If the titre result indicates that you are not considered protected to the varicella virus, you must have evidence of two doses of the varicella vaccine at least four weeks apart.

Please Note:

Students who refuse immunizations must have supporting documentation from their health care provider to be kept on file. Students unable to meet the immunization requirements may be delayed or prevented from completing the nursing program.

In addition to the above immunizations, you are strongly encouraged as a future health professional to obtain an annual influenza (flu) shot.

For further information on immunizations please refer to the Public Health Agency of Canada Canadian Immunization Guide http://www.phac-aspc.gc.ca/publicat/cig-gci/index-eng.php

Titre / Serology Reports

Titres are blood tests to determine if you are considered immune to a certain disease. You are required to submit titre results to the School of Nursing for the following:

• Hepatitis B surface antibody which is post hepatitis B immunization blood work (Anti-HBs or HBsAb titre) and
• Varicella Zoster

You will need to book an appointment with your physician or nurse practitioner to request a requisition for blood work for the Hepatitis B surface antibody (anti-HBs or HBsAb) and Varicella Zoster titres. Please make sure you also book a follow up appointment with your physician or nurse practitioner to discuss your Hepatitis B surface antibody (anti-HBs or HBsAb) and Varicella Zoster titre blood work results and to retrieve a copy of these reports.
Two-Step TB Skin Testing

You are required to submit documentation of the injection date, the reading date, results in mm induration, and interpretation of results of both Step 1 and Step 2 of the TB skin test. Each step consists of an intradermal injection and skin reading for a total of 4 visits. Your Public Health Clinic or Student Health Clinic can do this for you. This does not need to be ordered by a physician. This is a clinical agency requirement and you will NOT be permitted to enter the clinical setting without meeting the below requirements.

The following dates MUST be followed for TB Skin Testing. Students entering the:

- 4-Year and Accelerated Options MUST complete the testing no earlier than May 2020 but no later than August 24, 2020.
- LPN Bridging Option MUST complete the testing no earlier than October 2019 but prior to completion of the bridging course.

If you ever had a 2-step TB Skin test performed, you will need a 1-step done no earlier than the date mentioned above for your respective stream of the program. In this case, you will need to provide documentation for both sets of testing (previous 2-step and recent 1-step). Some students may have had TB exposure or have received a BCG vaccine and this may cause the TB test to be positive. If the TB test is positive, the student will need to submit a copy of chest x-ray results verified by a physician along with quantiferon bloodwork results. The chest x-ray report must be dated within 12 months prior to the start of clinical.

Student Information Form

Upon admission to the School of Nursing, you are sent a Student Information Form to complete and return. This form requires that you read the document, ‘Requisite Skills and Abilities for Entry-Level Registered Nurse Practice’.

Protocol for Students with an Allergy or Medical Condition

As applicable, students are accountable to inform faculty if they have:

- Allergies to any drug and/or material such as penicillin and/or latex
- Medical condition(s) that may require immediate treatment.

Basic Life Support (BLS) / Standard First Aid

You are required to successfully complete a Basic Life Support (BLS) and a Standard First Aid course. Other levels are generally not acceptable.

Examples of companies that provide these courses are St. John Ambulance, Canadian Red Cross, and Lifesaving Society.

A BLS (Provider) certificate, BLS Health Care Provider (HCP)/AED, or Cardio-Pulmonary Resuscitation-Health Care Provider (CPR-HCP) certificate is acceptable to meet the BLS requirement. Please ensure you register for the correct course required for the nursing program.

As a nursing student, you are required to update your BLS course every 12 months. Your BLS certificate MUST be current prior to entering clinical. It is your responsibility to ensure that this is done annually and to forward a copy of your card to the School for your file. Students will not be permitted to attend clinical practice if the BLS requirement is incomplete.

Although the School of Nursing does not require you to update your Standard First Aid course, it is only valid for a three-year period.
Certificate of Conduct and Vulnerable Sector Check

The Certificate of Conduct is a check for a criminal record. The Vulnerable Sector Check is to determine if a person has received a pardon for a criminal offence of a sexual nature. It is completed in addition to the criminal record check. For a Vulnerable Sector Check you may need to complete a separate application or a specific component on the criminal record check application form. Both documents are obtained through the RCMP, RNC or other Municipal Police Departments. You are responsible for the costs. Note: A Court Record Check alone is not acceptable; it must accompany a Certificate of Conduct and Vulnerable Sector Check.

The original documents MUST be submitted and the following dates MUST be adhered to for the certificate of conduct and vulnerable sector check. For students entering:

**Memorial University Faculty of Nursing and the Centre for Nursing Studies**

- **4-Year and Accelerated Options** MUST submit the documents dated between August 10, 2020 and September 9, 2020.

- **LPN Bridging Option** MUST submit the documents dated between March 30, 2020 and the date of completion of the bridging course.

**Western Regional School of Nursing**

- **4-Year and Accelerated Options** MUST submit documents dated between March 9, 2020 and August 24, 2020. The documents MUST be submitted on or before August 24, 2020.

Keep a copy of the documents for your records.

**After admission, and any time prior to completing the program, students charged with or convicted of a criminal offence, or listed on the Child Abuse Registry, are required to report this information to the Dean/Director or the Associate Director/Dean of the School of Nursing.**

Failure to report a criminal offense may result in dismissal from the program. Criminal offences will be reviewed by the Administrative Team of the School of Nursing for implications of the conviction in view of the professional and ethical mandate to protect the public and the requirements of health agencies and the Council of Registered Nurses of Newfoundland and Labrador re: conduct standards. A listing on the Child Abuse Registry, or failure to report the listing, will result in dismissal.**

**Child Protection Record Check**

Currently, the child protection record check is not required for all incoming nursing students. The School of Nursing reserves the right to request a child protection record check, if necessary.

**Please see the section above “Certificate of Conduct and Vulnerable Sector Check” regarding further information on the child abuse registry.
Memorial University Faculty of Nursing:
Clinical Program Administrator: 709-864-8352, nursingrecords@mun.ca
Student Wellness and Counselling Centre: 709-864-8500
Faculty of Nursing, General Office: 709-864-2719
Academic Program Administrator: 709-864-4804
Associate Dean: 709-864-4626
Undergraduate Program Office: nursundergrad@mun.ca

Centre for Nursing Studies:
BN Registrar: 709-777-8171, dwaterman@mun.ca
BN Registrar’s Fax: 709-777-8177
MUN Student Wellness and Counselling Centre: 709-864-8500
School of Nursing, Business Officer: 709-777-6644, baines@mun.ca
Associate Director: 709-777-8169

Western Regional School of Nursing:
School of Nursing: 709-784-5489, nursingschool@grenfell.mun.ca
General Office Fax: 709-637-5161
Associate Director: 709-784-5320
<table>
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<tr>
<th>Item</th>
<th>To Include:</th>
<th>Date Documents to be Submitted to the School of Nursing</th>
<th>Document Submitted to the School of Nursing (For Student Use only)</th>
</tr>
</thead>
</table>
| Complete Immunization Record (including childhood immunizations) | - 3 doses of the hepatitis B vaccine  
- 2 doses of MMR vaccine after 1 year of age  
- Primary series (3 doses) of tetanus/diphtheria and inactivated polio vaccine  
- Td or Tdap booster (if applicable) vaccine documentation  
- 2 doses of varicella vaccine (if applicable, refer to page 5) | Submit a copy of your complete immunization record (including childhood immunizations)  
4-Year and Accelerated Options on or before Monday, August 24, 2020  
LPN Bridging Option on or before the date indicated by the BN Registrar, Centre for Nursing Studies | Yes ___ No ___  
Kept copy for self ___ |
| Titre/Serology Reports | - Anti-HBs or HBsAb titre (post hepatitis B immunization blood work)  
- Varicella Zoster Titre | Submit a copy of your titre blood work reports  
4-Year and Accelerated Options on or before Monday, August 24, 2020  
LPN Bridging Option on or before the date indicated by the BN Registrar, Centre for Nursing Studies | Yes ___ No ___  
Kept copy for self ___ |
| Two-Step TB Skin Testing | TB skin testing documentation for Step 1 and Step 2 to include:  
- Dates both tests were administered  
- Dates both tests were read  
- Results of both tests in mm induration  
- Interpretation of results of both tests AND  
- Signature of health care provider completing the test(s)  
Note: If you previously had a 2-step TB skin test or a positive TB skin test refer to “Two-Step TB Skin Testing” on page 6 for information on the documents required to be submitted | Submit TB skin testing documents  
4-Year and Accelerated Options on or before Monday, August 24, 2020  
LPN Bridging Option on or before the date indicated by the BN Registrar, Centre for Nursing Studies | Yes ___ No ___  
Kept copy for self ___ |
| Item                      | To Include:                                           | Date documents to be Submitted to the School of Nursing | Document Submitted to the School of Nursing  
(For Student Use only)  
This checklist does not have to be submitted to the School of Nursing |
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<td>Submit a copy of the certificate</td>
<td>Yes □ No □ Kept copy for self □</td>
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<td>Student Information Form</td>
<td>See Welcome Package for more information</td>
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# Student Pre-Clinical Requirements Checklist

(REMEMBER TO KEEP COPIES OF YOUR DOCUMENTS)

| Item               | To Include:                               | Date documents to be Submitted to the School of Nursing | Document Submitted to the School of Nursing  
(For Student Use only)  
This checklist does not have to be submitted to the School of Nursing |
|--------------------|-------------------------------------------|--------------------------------------------------------|---------------------------------------------------------------------------------------------------|
| HSPnet Consent Form| See Welcome Package for more information | Submit the consent form                                  | Yes __ No __  
*Kept copy for self ___* |

Keep copies of all your documents submitted to the School of Nursing
All documents are to be submitted to:

*If enrolled at Memorial University Faculty of Nursing:*
Memorial University
Faculty of Nursing
300 Prince Philip Drive
St. John’s, NL Canada
A1B 3V6
Attention: Clinical Program Administrator

*If enrolled at Centre for Nursing Studies:*
Centre for Nursing Studies
100 Forest Road
St. John’s, NL Canada
A1A 1E5
Attention: BN Registrar
Denise Waterman

*If enrolled at Western Regional School of Nursing:*
Western Regional School of Nursing
P.O. Box 2005
Corner Brook, NL Canada
A2H 6J7
Attention: General Office

Keep copies of all your documents submitted to the School of Nursing
BACHELOR OF NURSING (COLLABORATIVE) PROGRAM
STUDENT INFORMATION FORM

Name: ___________________________ (First) ___________________________ (Middle) ___________________________ (Last) ___________________________

Date of Birth: ___________________________ / ___________________________ / ___________________________

(Year) (Month) (Day)

Student Number: ___________________________ Health Card Number (i.e., MCP, OHIP): ___________________________

MUN Email Address: ___________________________

Permanent Address: ___________________________

Telephone: ___________________________

Postal Code: ___________________________

Local Address: ___________________________

Telephone: ___________________________

Postal Code: ___________________________

Person to be notified in case of emergency:

Name and Relationship: ___________________________

Address: ___________________________

Telephone: ___________________________

1. All nursing students must read the College of Registered Nurses of Newfoundland and Labrador (CRNNL) document “Requisite Skills and Abilities for Entry-Level Registered Nurse Practice” to determine their ability to meet the requirements of the program. It is the student’s responsibility to disclose any information that may require accommodation during the completion of their program.

https://www.arnnl.ca/sites/default/files/RD_Guidelines_For_Requisite_Skills_And_Abilities.pdf

This signature confirms you have read the above document:

Student Signature: ___________________________ Date: ___________________________

2. As applicable, students are accountable to inform faculty if they have:
   • Allergies to any drug and/or material such as penicillin and/or latex
   • Medical condition(s) that may require immediate treatment.

This signature confirms you have read the above statement:

Student Signature: ___________________________ Date: ___________________________

All information requested by the Bachelor of Nursing (Collaborative) Program will be used solely for the administration, management, and delivery of the program. Personal information is collected under the authority of the Memorial University Act (RSNL 1990 Chapter M-7), under the authority of Sections 61 and 62 of the Access to Information and Protection of Privacy Act, 2015 and the Personal Health Information Act. Questions about this collection, use, and disclosure of personal information and personal health information may be directed to the Clinical Program Administrator at 709-864-8352.

July 2020
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<th>Purpose</th>
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<tr>
<td>Personal Information Collected</td>
<td>To maintain a student history of communication notices and decisions. To generate class placement lists. To contact students regarding placement needs or status.</td>
</tr>
<tr>
<td>Uses of Personal Information</td>
<td>To authorize users in the student’s educational program. BP authorized users in the student’s educational program.</td>
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<tr>
<td>Disclose of Personal Information</td>
<td>No disclosure of personal health information.</td>
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Information is not disclosed to anyone outside of the student's educational program. The use of this document is to be used by health professionals in conjunction with the Health Sciences Program. The use of this document is to be used by health professionals in conjunction with the Health Sciences Program. The use of this document is to be used by health professionals in conjunction with the Health Sciences Program.

HSFNET is a secure web-based system that is used by several provinces in Canada. The HSFNET system contains information about identifying purposes and handling of personal health information in HSFNET.
Handing of their information to HSPF by signing a request in their Personal Health Information Contained in HSPF or may register a complaint or challenge regarding the handling of their information in HSPF. By signing a request in their Personal Health Information Contained in HSPF or may register a complaint or challenge regarding the handing of their information in HSPF.

Openness, Access, and Challenging Compliance

Personal Information on each student's health with their permission notice is released to the educational program's health officer or equivalent. The Personal Information is available to a student upon request to their Health Officer, or during the course of any activity, which requires access. A copy of their Personal Information is available to the student upon request to their Health Officer. Periodic audits of HSPF transactions are conducted to ensure there are no problems and gaps in the data processes that might result in inappropriate access or update of the data. Periodic reviews of data quality to identify the need for modifications such as system updates or removals of obsolete data. The accuracy and completeness of Personal Information within HSPF is maintained through the use of system tools such as mandatory fields and reminder notes. Although

Safeguards

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<th>Personal Information Collected</th>
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<td>May include any of all of:</td>
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<td>To receive all of a student's learning experiences offered.</td>
<td>To receive the student's compliance with each Student Program Change of Work History.</td>
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Updated: July 9, 2019
Page 2
Consent Form for Use and Disclosure of Student Information

Student Number:  ____________________________________  Educational Program:  ____________________________________
First Name:  ___________________________  Middle Initial:  ______  Last Name:  ___________________________

1. Permission to Use and Disclose Your Student Related Personal Information and Personal Health Information

By signing this consent, you authorize your educational Program (Bachelor of Nursing(Collaborative) Program) to:

- Collect, use and/or disclose your personal information (name and student profile information that is under the custody and control of your Program) to authorized staff of Receiving Agencies for the purpose of locating and coordinating an appropriate placement experience (e.g. clinical practice, fieldwork, or preceptorship) as required by your educational program;
- Use your student related personal information and personal health information relating to placement prerequisites, for the purpose of tracking your compliance against Receiving Agency safety and infection control prerequisites for accepting students. Placement prerequisites that may be tracked include personal information such as CPR certification or criminal records check status, and personal health information such as immunity/immunization status of vaccine-preventable diseases. Placement prerequisite information is used only by staff involved with your educational program, and is never disclosed to users external to your educational program.
- Disclose your personal information to the owner and administrator of the HSPnet system, namely Provincial Health Services Authority British Columbia (PHSA), to allow PHSA to indirectly collect your personal information to provide HSPnet student placement services.

2. Consent Period

This consent is effective immediately and shall remain valid for up to six years, or shall be voided upon your completion of the Program, your formal withdrawal from the Program, or upon written request as described below.

3. Your Rights With Respect to This Consent

3.1 Right to Refuse Consent - You have the right to refuse to sign this consent, and if you refuse your placement will be processed manually at the earliest convenience of the Program and Receiving Agency.

3.2 Right to Review Privacy & Security Policies - A copy of the document entitled "Identified Purposes and Handling of Personal Information in HSPnet", which summarizes Privacy and Security policies relating to how we may use and disclose your personal information via HSPnet, is distributed with this Consent Form. You may wish to review the complete Privacy and Security Policies for HSPnet before signing this consent. The Privacy and Security policies may be amended from time to time, and you can obtain an updated copy by contacting privacy@hspcanada.net.

3.3 Right to Request Restrictions on Use/Disclosure - You have the right to request that we restrict how we use and/or disclose your personal information or personal health information via HSPnet for the purpose of locating and coordinating a suitable placement experience. Such requests must be made in writing to the placement coordinator for your Program. If we agree to a restriction you have requested, we must restrict our use and/or disclosure of your personal information in the manner described in your request. If this restriction precludes our ability to coordinate your placement via HSPnet, then your placement will be processed manually at the earliest convenience of the placement coordinator and receiving agency.

3.4 Right to Revoke Consent - You have the right to revoke this consent at any time. Your revocation of this consent must be in writing to the placement coordinator for your Program. Note that your revocation of this consent, or the voiding of this consent upon your completion or withdrawal from the Program, would not be retroactive and would not affect uses or disclosures we have already made according to your prior consent.

3.5 Right to Receive a Copy of This Consent Form - You may request a copy of your signed consent form.

Collection of your personal information is done under the authority of the privacy legislation that applies to educational institutions in your province. For more information visit www.hspcanada.net/privacy/index.asp.

I hereby authorize my educational Program to use and/or disclose my personal information via HSPnet for the purpose of locating and coordinating appropriate student placement(s) as required by the curriculum.

__________________________________________  ____________________________
Signature of Student  Date  MMM / DD / YYYY

Student Consent Basic - Form A - Revised: June 20, 2011
SECTION 4

UNIFORMS

- MUNFON Clinical Dress Code Policy
- Message from Nursing Society Representative Regarding Selecting Uniforms
MUNFON CLINICAL DRESS CODE

The purpose of the clinical dress code is to assist the student to identify the boundaries for personal decision making regarding professional dress and grooming. These guidelines reflect recognition that clients' perceptions of the profession of nursing are influenced in part by how nurses display a professional image in all practice settings. These guidelines also reflect the boundaries that are acceptable to agencies that provide clinical placements for students in the BN (Collaborative) Program. Faculty will review the clinical dress code policy of the particular clinical setting with you prior to your clinical practice.

Students who do not comply with the clinical dress code will usually be asked to leave the clinical setting.

Clinical Uniform Attire

Uniforms are required for clinical practice within a hospital or long-term care facilities. Students are required to purchase their own uniforms. A minimum of two uniforms is needed to satisfy the usual requirements of most clinical courses. Uniform selection should be made in accordance with the following guidelines:

Standard Uniform

*Burgundy pants and a white top are required.* Warm up jackets must be white. Long-sleeved t-shirts under the uniform are not permitted.

The uniform must accommodate the freedom of body movement needed to perform tasks in a manner that will prevent injury. It should be loose fitting and properly hemmed and pressed. It should have pockets large enough to hold items such as a small note pad, pen, and scissors.

The clinical uniform must be standard uniform apparel and professional in appearance. Tops should be full length tunic style with no revealing neck lines and provide full coverage during movement.

Footwear

Clinical footwear is considered to be part of the uniform. A standard "duty" shoe or footwear of a sports shoe / sneaker variety is required. Footwear must be primarily white. The School does not require a specific style of shoe; however, it is recommended that students purchase footwear which satisfies the guidelines established by the Canadian Centre for Occupational Health and Safety.

- Footwear should be shaped like your foot i.e., it should not be pointed, it should not crowd your toes (The end of your longest toe should be a thumb's width away from the end of the shoe. You should be able to pinch the leather across the widest part of your foot).
- The footwear should have a reinforced heel and should firmly grip your heel. It should be closed at the toes and heel, fit securely and have a pivot area under...
the ball of the foot. The footwear should have a good arch support and the soles should be flexible.

- Footwear made of fabric or leather is best to allow for cleaning and the foot to breathe.

Most styles of footwear specifically designed for nurses satisfy all these criteria. Some styles of joggers, cross trainers and court footwear also satisfy these criteria. Clinical uniform footwear will be carried to and from clinical settings and not worn outside the clinical area.

**Lab Coats/Warm-Up Jackets for Clinical Area**

For client research, students are required to wear a lab coat or warm-up jacket when in client care areas and not in uniform. Under no circumstances are students to wear lab coats that are worn for Science-based lab courses. Also hoodies are not to be worn in client care areas.

**We will talk more about uniforms during the orientation sessions.**

**Personal Grooming**

In keeping with principles of infection control and a professional image, the following guidelines apply to personal grooming:

**Hair**

Hair must be neatly groomed. Hair longer than shoulder length must be tied back. Hair accessories must be small and neutral in color. Wide hair bands and scarves are not permitted. Extreme hair color may not be permitted by some agencies/unites. Whether short or long, hair should not hang in the face or over the eyes when leaning forward.

**Make Up**

An overall neutral look is permitted.

**Nails**

Fingernails must be short and neatly groomed. Artificial nails, nail enhancements and nail polish are prohibited.

**Jewelry**

For purposes of infection control and student/client safety, the following guidelines apply:

- No rings are permitted.
- Small stud earrings, to a maximum of two per ear only, are permitted. **In relation to body piercing, no other visible jewelry is permitted. Neutral, solid spacers are permitted.**
- Wrist or brooch style watches are permitted. Wrist watches must be removed during client care and when handwashing.
**Perfumes/Scents**

Because of the increasing incidence of sensitivities and allergies within the general population, the use of scented products is not permitted. This policy is strictly enforced and is inclusive of perfume, aftershave, and scented lotions, soaps, hair sprays, deodorants and powders. Students are asked to use non-scented products and to avoid offensive odors such as cigarette smoke on clothing.

**Clinical Equipment**

All students must have their own:
- Bandage scissors
- Stethoscope
- Watch with second hand
- Name tag
- Penlight

**Identification**

Students must wear appropriate identification at all times when in the clinical setting. This includes the school name tag, a photo identification badge (Clinical ID) and on the upper left sleeve, the school crest. The student’s full name must be visible at all times in all clinical areas.

**Non-Uniform Attire**

When assigned to clinical practice in community agencies and within some hospital units, students may not be required to wear the standard uniform. Within these settings, certain types of street attire are appropriate. Faculty, during orientation, will advise students as to the appropriate attire.

Students should note that in the case of visits to clinical agencies to do patient research, the guidelines for professional attire should be followed:

**Professional Attire**

Within most community agencies the guidelines for suitable professional attire includes casual/dress pants, skirts knee length or longer, non-see-through blouses and casual/dress shirts.

Unsuitable attire includes clothing that is excessively tight, form fitting or excessively baggy. Low necklines are inappropriate. Any attire displaying pictures, names, slogans, logos or inappropriate expressions is not acceptable. Spandex garments, jeans, and sweatpants are unsuitable.

Suitable footwear includes casual shoes with enclosed toe and heel, and dress boots.

**STUDENTS WILL BE REQUIRED TO LEAVE THE CLINICAL AREA IF THEIR APPEARANCE DOES NOT CONFORM TO THESE GUIDELINES.**
Hello everyone,

Below is a checklist of what you will need to compose the MUNFON uniform. This uniform is mandatory for all undergraduate students here at MUN Faculty of Nursing. The faculty have entrusted to you the responsibility of purchasing your own uniforms and supplies. In previous years, the school has organized uniform sales through uniform sale companies, but these efforts have proven to be an added stress on students, as there are often difficulties with returns and exchanges.

Attached to this checklist are images of what the uniform should look like, and locations to where they can be purchased. If there are any questions, please do not hesitate to email me at sesoper@mun.ca.

☑ Checklist:

☐ White scrub top – Recommended to have at least 2 tops
  - Nude bras as applicable must be worn under scrub tops. If this is not an option for you, light coloured tank tops or camisoles must be worn underneath.
  - White undershirts may be worn under thinner scrub tops for extra coverage.

☐ Burgundy scrub pants – Recommended to have at least 2 bottoms
  - Variations in style are allowed, but please do not stray too far from the original colour. Red, pink, or purple uniform bottoms are not acceptable.
  - Dickies brand of pants have been a favorite among students for color and fit.
• White warm-up jacket
  • Warm up jackets must be worn to the clinical area when doing patient research, or as an extra layer during clinical rotations. Must be hip length and be of a cotton or similar material. Long lab coats, cardigans, sweatshirts, performance sweaters, etc. are not acceptable.

• White nursing shoes
  • White nursing shoes can be bought at a uniform store.
  • White sneakers are allowed, but please keep in mind there should be minimal coloured details. Bright coloured shoes are not acceptable.
  • Remember, you need to be comfortable. If nursing shoes are not comfortable for you, please do not force yourself to wear them. Simple white sneakers can be purchased at Walmart and Costco.
  • White socks should be worn with the uniform.

• MUNFON crest
  • A MUNFON crest must be sewn or ironed onto the left arm sleeve of each scrub top. They must be visible at all times.
  • You will receive one crest at your Crest Ceremony (Fall Semester 2019-2020); multiples can be purchased at the MUN Bookstore.

• Stethoscope

• Penlight

• Small notebook and pen

• Clinical ID badge (arranged by MUNFON)

• Faculty of Nursing nametag (ordered from Nursing Society at MUNFON, usually in September)
Here are some visual representations of what is expected of the MUNFON uniform:

**White scrub top:**

![Image of a white scrub top]

Keep in mind that the shirt must fit you well, covering your midriff when reaching up or bending over.

Where you can buy white scrub tops:
- Walmart
- Mark’s Work Warehouse
- The Uniform Shop (320 Torbay Road [in Fall River Plaza], St. John’s)
- Professional Uniforms and Mats (205 Blackmarsh Road, St. John’s)

**Burgundy pants:**

![Image of burgundy pants]

Picture 2 is closest to the desired colour of uniform.

Keep in mind that pants **must be burgundy** in colour, but companies may label them differently. Colours may be called red wine, deep red, wine, etc.
Below are colours of pants that are not acceptable:

![Pink or purple scrub pants are not acceptable.](image)

Where you can buy burgundy scrub pants:
- Walmart
- Mark's Work Warehouse
- The Uniform Shop (320 Torbay Road [in Fall River Plaza], St. John's)
- Professional Uniforms and Mats (205 Blackmarsh Road, St. John's)

Warm-up jacket:

![Warm-up jacket.](image)

Keep in mind that the warm-up jackets will be worn over both business casual clothes out in public (community health placements, mental health placements, patient research days, etc.) and in the clinical area as to cover your uniform if leaving the unit.
(Warm-up jacket cont.)

Where you can buy white warm-up jackets:
- Walmart
- Mark's Work Warehouse
- The Uniform Shop (320 Torbay Road [in Fall River Plaza], St. John’s)
- Professional Uniforms and Mats (205 Blackmarsh Road, St. John’s)

Nursing shoes

Nursing shoes can be bought at the uniform stores on Torbay or Blackmarsh Road.

White Sneakers

Keep in mind that you need to be comfortable! Minimal colour is okay, please no bright colours!

Where you can buy white sneakers:
- Walmart
- Sportchek
- Foot Locker
- Costco
- The Shoe Company
Keeping all this in mind, when entering the clinical area, you must wear:

- Your white top (with your crest on the left arm sleeve)
- Your burgundy bottoms
- Your white nursing shoes or sneakers
- Your Faculty of Nursing nametag
- Your Clinical ID badge

You will also need to carry the following supplies:

- Stethoscope (can be purchased at the bookstore, The Uniform Shop, etc.)
- Penlight (can be purchased at the bookstore, The Uniform Shop, etc.)
- Small notebook that can fit in your pocket
- Pen
- Watch with a seconds hand (nursing brooch watches can be purchased at Walmart, The Uniform Shop, and Professional Uniforms and Mats).

If there are any changes to this information you will be notified. If anyone has any questions, please do not hesitate to contact me. This is a lot of information, but I wish you the best of luck in both your shopping endeavors and your nursing school career!

Sincerely,

Sarah Soper
MUNFON Society Promotions Representative
SECTION 5

WELCOME NOTES FROM STUDENT GROUPS
It is with great pride that I have been given the opportunity to welcome you all into the faculty of nursing on behalf of the current students and society members. First of all, I would like to congratulate you all on your acceptance to the program. Now it starts – the challenging and rewarding journey of a nursing student to one day earn the title of a registered nurse. You will often hear at the beginning of this journey, that the friendships you make in nursing school will last you a lifetime. Joining the Nursing Society is a great opportunity to start making those friendships.

Memorial University’s Nursing Society entails of student representatives from all years of the program and allows for the voice of the student perspective to be heard. As well, the society is proud to host the annual Nursing Charity Ball in collaboration with the Centre for Nursing Studies and organize a spirit week to celebrate the hard work nursing students do each semester. Members of nursing society work to form a bridge between students and faculty and act to represent MUNFON in our community and province. We are inclusive of every nursing student, and all are welcome to join!

I encourage you to participate in these events and to become involved within the Faculty of Nursing. These activities are a great opportunity to mingle with staff and students that are following the same path as you are.

Although your journey is starting differently than many other students, rest assure the Nursing Society will still be a voice for students even from home and will be working hard to set up a convenient way to communicate your concerns to us throughout the fall semester.

If you have any further questions or would like to learn more about the Nursing Society, please email me at cpm720@mun.ca.

I wish you the best of luck in the upcoming school year and look forward to meeting you all hopefully very soon!

Claire Murray

President of the Nursing Society
Welcome to Memorial University’s Faculty of Nursing!

This is the beginning and first step of the path to starting a long and successful career as a nurse as well as first introduction into the professional community. The Faculty of Nursing prides itself on student involvement by creating a caring and professional environment. The Peer-Mentoring Program is a student run collaborate effort between Memorial University’s Nursing Society and its members to provide a welcoming environment for new students.

No matter if you are a first year university student or have a previous degree, the program will allow for opportunities for you as new students to bond with other students and forge lifelong friendships. It will also help you receive insight about campus activities, and navigate a smooth transition to university and the nursing profession. The goal of the Peer Mentoring Program is to help you, the new nursing student, make the most out of your time here by getting involved in the activities offered at the school. Also, to help you grow a sense of community as well as to have the opportunity to make a difference in the nursing community.

By becoming involved in the peer-mentoring program you will be connected with another nursing student who has already completed one or more years of the program, they will be matched based on similarities that you two may share. It is the responsibility of the mentor to provide assistance and answer questions that may arise in your first year of nursing. This could involve you requiring information specific to nursing or requiring more generalized information about MUN, residence and off campus housing. It can also include information on the location of things in the city and any other needs that you have.

The mentor will provide support and assurance through encouragement and sharing of student knowledge and experiences that will help them adjust to the pace and style of nursing school learning. They will also provide tips for “surviving nursing school” from a student perspective and try to answer any queries you may have about what is required from them in their first semester of nursing school. Your mentor will also encourage you to take advantage of valuable professional development and other learning opportunities and to participate in MUN events and activities.

Becoming involved in the peer-mentoring program is a way to build lasting relationships within the school. If you would like a peer mentor please send an email to munsonpeermentoring@gmail.com, with your name, year of university, and if you will be living at residence this coming fall. Then please bring along a filled-out copy of the form attached to this letter on the day of orientation.
The objectives for the program are included below. If you have any questions or concerns, please email me at the address given above.

Objectives:

i. Provide support and assurance to first year students through encouragement and sharing of student knowledge and experiences that will help them adjust to the pace and style of nursing school learning.

ii. To foster professional and personal growth through experiences for both peer mentors and peer mentees

iii. Provide tips for "surviving nursing school" from a student perspective. Eg. Time management techniques and tips on buying textbooks and scrubs.

iv. To answer any queries the student may have about what is required from them before beginning nursing school.

v. Provide basic information about the University. Eg. How to get a parking pass?

vi. Provide information and answer any questions the first year student may have about the city of St. Johns. Eg. Where is the closest grocery store?

vii. To encourage students to take advantage of valuable professional development and other learning opportunities

viii. To encourage students to participate in MUN School of Nursing events and activities

ix. To build lasting relationships between students

I hope to hear from you,

Thank you,

Nursing Society
Memorial University Faculty of Nursing
Peer Mentoring Program

First Name: ________________________________________________

Last Name: ________________________________________________

Age: ____________

Option: 4-Year Fast Track

Is this your first year of University? 
Yes          No

If No, what was your previous program of study? ______________________________

Are you planning on living in Residence? 
Yes          No

If yes, which one: ____________________________________________

Current Address: ____________________________________________

Hometown: ____________________________________________________

Interests: ____________________________________________________

What is your favorite TV show? ______________________________________

MUN Email Address: ____________________________________________

Would you be ok with your mentor contacting you through social media? Eg. Adding you on Facebook? 
Yes          No

If yes how could they reach you (name you are under):
__________________________________________________________________

What do you most hope to gain from the peer mentorship program?
☐ Tips and support in “surviving nursing school”
☐ Basic information about the university and or the city of St. John’s
☐ Tips on how to get involved within the School of Nursing and community
☐ Other, please explain: ____________________________________________

Signature: ________________________ Date: ________________________
Welcome First Year Nursing Students!

Congratulations on being accepted to the Memorial University Faculty of Nursing! Each year Memorial University students participate in the largest university and college student fundraiser in the country—SHINERAMA! Shinerama is above and beyond the most rewarding event you will participate in during orientation week, not to mention the most fun! You will be one of over 35,000 students from coast to coast who will be participating in Shinerama in an effort to raise money for Cystic Fibrosis Canada.

Cystic Fibrosis (CF) is the most common fatal genetic disease affecting young Canadians today. In 1960 a child with CF rarely lived to attend kindergarten, let alone university. However, since Shinerama began in 1964, the life expectancy for those with CF has increased from four years of age to the early fifties!! Although there is no cure at present, there is great hope!

Since 1987, Memorial University, MUN Faculty of Nursing, and the Centre for Nursing Studies have partnered with Shinerama and CF Canada to raise thousands of dollars through a variety of fundraisers and our annual “Shine Day”. This year our campaign goal is to raise $6,500!

Throughout the summer and fall, our volunteers help facilitate events, spread awareness about CF in our community and raise as much money as we can for Cystic Fibrosis Canada! This year, due to the COVID-19 pandemic, our fundraising efforts will be largely virtual. We will be having our annual “Shine Day” on Saturday, September 12th, 2020. Shine Day is an excellent opportunity for all of our nursing students to get involved with a meaningful cause. As first year students coming from high school, MUN campus, and other university and college programs, participating in Shinerama is an excellent way to get to know your fellow students! If you wish to become involved in our summer fundraisers, and join our team of dedicated and motivated volunteers, please contact Nicole at MUNshine2020@gmail.com.

Traditionally, this welcome letter would include a pledge sheet for those of you interested in joining our team and fundraising. This year, however, we are promoting online donations and fundraising. We encourage you to join our online team through the link https://secure.e2rm.com/registrant/TeamFundraisingPage.aspx?teamID=903584&langPref=en-CA&Referrer=http%3a%2f%2fwww.shinerama.ca%2f and clicking “Join the Team”, or you can create an account at http://www.shinerama.ca using the following steps:

1. Click “Find Your School” and select Newfoundland & Labrador, then select Memorial University
2. Under “Our Team”, select “Memorial University – St. John’s Campus”
3. Click “Join the Team” and create a profile
4. After you have joined our online team, you can share our team’s donation link and begin to fundraise!!
We also encourage you to follow us on Instagram @pocketfulofmunshine and like us on FaceBook at “Pocketful of MUNShine”. If you have any questions or are interested in more information about Shinerama, please contact Nicole.

As future nurses, you have the ability to change the lives of those living with this devastating disease. You are now becoming advocates and leaders in healthcare. Some day you may encounter patients with this cystic fibrosis, imagine how rewarding it will be to know that you have contributed to a cure – or at least effective control – for this fatal disease. I hope that everyone will enthusiastically participate in this wonderful event. Believe me, it will be worth it!

Have a safe and happy summer. Best of luck in your nursing program and we look forward to meeting you!

Cheers,

Nicole Power (MUNFON Shinerama Campaign Coordinator)

MUNshine2020@gmail.com OR nmpower@mun.ca
Cystic Fibrosis is treatable, but we need your help

- Cystic Fibrosis is a life-shortening genetic condition that slowly destroys the lungs and digestive system.
- Over 10,000 people in the UK live with Cystic Fibrosis.
- 8 babies are born each week with Cystic Fibrosis.
- 2 people die every week due to Cystic Fibrosis.

The Cystic Fibrosis Trust is the only UK-wide charity making a daily difference to the lives of people with Cystic Fibrosis, and those who care for them.

**QF Aid Declaration**

QF Aid The Cystic Fibrosis Trust can claim an extra gift for every £1 you donate if you are a UK taxpayer and you tick the box on this sponsorship form. By doing this, you are confirming you would like the Cystic Fibrosis Trust to reclaim the basic rate tax on all your donations in that tax year. It is your responsibility to pay any difference.

To qualify for QF Aid you must pay on an annual basis (or capital gains tax that is not included) a sum of £125 to the Cystic Fibrosis Trust for each year (5 April to 5 April) that is at least equal to the amount that all charities or community amateur sports clubs that you donate take to send to them for this tax year.

**Record of pledges and gift aid declarations**

<table>
<thead>
<tr>
<th>Title</th>
<th>First name</th>
<th>Last name</th>
<th>Home address</th>
<th>Postcode</th>
<th>Amount pledged</th>
<th>Date received</th>
<th>QF Aid?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mrs</td>
<td>Bee</td>
<td>Generous</td>
<td>123 Street, My Town</td>
<td>ABC 123</td>
<td>£10.00</td>
<td>01/10/2013</td>
<td></td>
</tr>
</tbody>
</table>

Please provide your full name, home address and postcode so we can giftaid it.

**Please print clearly in block capitals**

In order for QF Aid to be claimed, sponsor must complete the form in their own handwriting.

**Event details**

Name of participant: 

Sponsors: please print clearly in block capitals

<table>
<thead>
<tr>
<th>Name of participant</th>
<th>Total donations received</th>
<th>For office use only</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Date donations given to Cystic Fibrosis Trust</td>
</tr>
</tbody>
</table>

Thank you for your support.

cysticfibrosis.org.uk
<table>
<thead>
<tr>
<th>Title</th>
<th>First name</th>
<th>Last name</th>
<th>Home address</th>
<th>Postcode</th>
<th>Amount pledged</th>
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<td>01/10/2023</td>
<td></td>
</tr>
</tbody>
</table>

Please provide your full name, home address and postcode so we can gift aid it.

**Cystic Fibrosis counting on your support**

Please print clearly in block capitals:

**Name of participant:**

**Sponsorship form**

**Event:**

**Date of event:**

**Full name:**

**Home address:**

**Postcode:**

**Phone (daytime):**

**Phone (mobile):**

**Email:**

Would you be happy to hear from us about:

- Other events and activities you can get involved in?
- Yes ☐ No ☐
- The Trust's work and other ways you can make a difference? ☐ Yes ☐ No ☐
- How would you like us to stay in touch?
- Mail ☐ Yes ☐ No ☐ Email ☐ Yes ☐ No ☐ Phone ☐ Yes ☐ No ☐

Please note that we aim to send emails where possible to save money, but will sometimes contact you by mail or phone.

Once your fundraising is complete, please return this form together with all the money you raise.

Fighting for a Life Unlimited
Dear first year students,

Welcome to Memorial University of Newfoundland’s Faculty of Nursing! By becoming a part of our faculty, you also become part of a network of nursing students from across Canada. The Canadian Nursing Students’ Association, or CNSA, is an organization whose principal task is to unite nursing students from across Canada. CNSA also hosts a number of conferences throughout the year and we would love for you to attend with us. This year will be a little different as we are moving to an online platform though we welcome the new changes and encourage active participation from our school. These conferences provide a forum where you can network with other future nurses, learn about current nursing topics from a variety of fields in nursing, and have your voice heard.

MUN’s Faculty of Nursing has two representatives: The Official Delegate and the Associate Delegate. These delegates are elected annually by their peers and are responsible for representing the school at regional and national CNSA meetings as well as supporting students here at MUNFON. As new students here within the faculty, your input is invaluable, and we would love to hear your feedback. Remember, you are the future of healthcare!

In September, you will be contacted by the MUNFON CNSA members who will provide more information about our upcoming conferences and initiatives. In the meantime, you can browse our website at www.cnsa.ca and if you have any questions please do not hesitate to contact us. We are so excited to meet you all and hopefully work closely with you in the future. Wishing you success in your program!

Best regards,

Lynea Fleming
CNSA Official Delegate
ljf008@mun.ca

Austin Bowering
CNSA Associate Delegate
awb411@mun.ca