Attention 4th Year Students:

I hope you are all enjoying your summer. We look forward to your return in the fall. There are several pieces of information your instructors and the undergraduate administrative team would like to bring to your attention as you plan for the Fall semester. These are organized under the following headings:

- Save the dates!
- Registration information
- Graduation information
- Email addresses
- Course information bulletins
- Meditech
- MaskFit testing
- CPR
- Certificate of conduct
- Planning travel
- International nursing
- Scholarships and awards
- Professional accountability

Please keep this information for future reference.

Welcome back Pizza Party
This year the Nursing Society is holding a welcome back pizza party which will be held on Friday, September 6, 2019 from 1130-1330 in the Faculty of Nursing/Pharmacy Faculty/Staff lounge and H3454.

Shinerama
This year’s Shinerama will be held on Thursday, September 12, 2019 from 0900-1600 at the University Centre.

Registration for Nursing Courses
By now you should be registered for your courses. If you have not done so, please see the following webpage for information on registration:


Please ensure you register for all your courses at the same time and that you do so as soon as possible to allow for successful registration. Let us know if you are having problems [864-4804; nursundergrad@mun.ca].

Courses from other Faculties/Disciplines
If non-Nursing courses remain to be completed toward your degree, please check the MUN website to see when courses are being offered before registering for these courses so that scheduling conflicts with the nursing courses are avoided.

http://www.mun.ca/regoff/registration/course_offerings.php
**Important** - If you did not do so in Year 3, please request an official program audit as soon as possible to make sure that both you and the Office of the Registrar are in agreement regarding the courses toward the degree which are yet to be completed. Optimally, you will have only N4512 and N4516 to complete during the Winter of 2019. **Link for audit request** - [http://www.mun.ca/regoff/Request_for_Degree_Advice.pdf](http://www.mun.ca/regoff/Request_for_Degree_Advice.pdf)

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**Graduation Information**

Your graduation committee will be very busy over the coming year and you are all encouraged to participate in the decisions around graduation. **January 15, 2020** is the final date for filing with the Registrar Office applications for Spring 2020 Convocation.

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**E-MAIL Addresses**

**Single e-mail policy.** Please remember that all official email to and from university departments and students must be sent through accounts with the official Memorial domain names - @mun.ca.

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**Course Information Bulletins**

Please be aware that every Year 4 student's schedule will be different due to N4501 clinical hours, seminars in N4100 and N4501 and meetings with faculty. Clinical hours are scheduled individually with agencies to capture learning opportunities which may be offered outside the hours of your 'set schedule' weekly (i.e. evenings or weekend time in any week). You will need to allocate 8 hours weekly to this clinical course, noting that some weeks may be somewhat above that time and others below that number. For those who wish to continue external work opportunities, do not book external work time until you have your clinical schedule finalized.
NURS 4100 (Advanced Concepts and Skills)

This course will solidify many of the concepts you have learned thus far in the BN Collaborative Program. Are you ready to provide the best care for complex patients? You will grow and evolve as senior nursing students with a solid framework to approach patients and their families throughout the lifespan working within an interprofessional team. We will have invited guests and experts come to speak in class and seminars, use the Cahill Simulation Room for high-fidelity simulations, and the Learning Resource Center for psychomotor skills practice and demonstration. You will be an integral part of communicating what you know, figuring out what you need to know, and then sharing this information to enhance your learning and the learning of others!

As you know, you are required to write the ATI proctored exam as part of your preparation for the licensure exams (NCLEX) after completion of the program. The exam is tentatively scheduled for either Monday, Nov 18th or 25th during N4100 seminar time in the Computer Lab classrooms of the HSC Library. If you need accommodation for space or time during this exam, please notify the Blundon Centre as soon as possible to request those arrangements.

See you in September!

Jill Bruneau, Krista Collett, Shelagh Dale, and LRC Faculty (Course/ Seminar Faculty Leaders)
**NURS 4501 - Community Health Practice II**

This course is 96 clinical hours over the entire semester. Orientation will be held on Wednesday, September 4th from 1145-1345 in H3454. This is considered clinical time and attendance is required. You will work in assigned student groups of three or four with a community agency. Clinical days are scheduled for Tuesdays and Wednesdays. While you may not always be physically at your community agency for the entire 96 hours, time is reserved for you to be actively engaged with your student group and community agency--allowing for flexibility to meet the community agency needs. You may be asked by your community agency contact person to be on-site at other times than Tuesdays and Wednesdays--this will need to be a discussion between your student group and community agency.

As part of your clinical time, two tutorials and four clinical conferences/seminars have been scheduled as indicated below. Attendance is required.

**IMPORTANT DATES**

**Orientation:**  
Wednesday, September 4th from 1145-1345 in H3454

**Tutorials:**  
Tuesday, September 10th 830-1030 in H2956 [Assessment]  
Tuesday, October, 22nd 830-1030 in H2956 [Evaluation]

**Clinical Conferences/Seminars:**  
Tuesday, September 24th  
Tuesday, October 8th  
Tuesday, November 5th  
Tuesday, November 19th

[NOTE: Clinical Conference/Seminar time and location will be assigned during orientation]

See you in September!

Kimberly Jarvis and Shelagh Dale

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**NURS 4512 (Community Health Practicum)**

Placement requests have been sent for N4512 Community Health Practicum. Updates will be provided as information becomes available.
**NURS 4516 (Consolidated Practicum)**

A meeting is scheduled for September 19th, 2019 from 3:30 – 4:00 in Room 2956 to provide information regarding 4th year clinical courses. Speciality units may be used if medical-surgical units are not available in adequate numbers. The following criteria approved by Undergraduate Studies Committee will be used to determine student suitability for speciality placements and placements outside the city:

1. Clinical performance throughout the program.
2. Academic standing in theory courses.
3. Student must have had no previous clinical failures throughout the program.
4. Additional pre-clinical requirements for agencies outside of Eastern Health Authority must be met as of the date 1 month prior the commencement of the placement.

**Note:** The Faculty of Nursing arranges and approves all student placements and these placements may be changed at any time due to unforeseen circumstances.

**ATI - MUNSON**

ATI-MUNSON is continuing and expanding the use of ATI for all class cohorts in the coming year. You will be receiving a separate letter about signing up for these resources.

**ATI comprehensive exam date:** Nov.18th, 2019 (see N4100 note above)

**Meditech**

As you are aware, use of the Meditech system is essential to retrieving and documenting needed information regarding your clinical care. You will not be using Meditech during the Fall semester or in N4512, but it is expected that you can access Meditech smoothly from Day 1 in N4516. It is essential that you know your account name and Acute Care password, and that any documentation of this information is maintained securely.

Loss of passwords and issuing of new passwords inhibits the care you will be able to provide in clinical placements and is added work for the Eastern Health personnel who must provide them. Please also note that reissuing a password requires that an "incident report" be completed, with a copy to the Associate Dean and to the student’s academic file.

**MaskFit Testing**

All students in the BN (Collaborative) Program must be fitted for an N95 respirator as part of the pre-clinical requirements (usually done in Years 1 and 3). This is for your safety in the case of clinical care situations which require respiratory isolation/airborne precautions. Because it is so important to your safety, mask fittings are completed at least every two years.

Information to keep in mind:

- You need to know which mask is appropriate for you to don the mask if the need arises.
- If your health status has changed such that your use or fit of the N95 is changed, you may require follow-up testing. Please contact Alison Maddigan-Cox to discuss this matter.
- We have been advised that there is a charge for testing ($40.00). Students also may be charged an additional fee if a scheduled appointment is missed and must be re-booked.
### CPR

All students in the BN (Collaborative) Nursing Program must provide proof of current **CPR [Level HCP or BLS]** certification. Students must submit a copy of their current certificate to MUNSON’s Clinical Program Administrator, Alison Maddigan-Cox.

- CPR [Level HCP or BLS] re-certification will be required for all nursing students every 12 months, while they are registered in the nursing program.
- Students are accountable to ensure they have completed the CPR-HCP re-certification before or during the month of expiration.
- 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.
- Examples of companies that provide these courses are St. John Ambulance, Canadian Red Cross, and Lifesaving Society.
- Students will not be allowed to attend clinical practice activities if they do not complete the above requirement.

*Keep a copy of all documents submitted to the Faculty of Nursing for your records.*

### Certificate of Conduct

**Please note:** 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 Faculty 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 Faculty of Nursing for implication of the conviction in view of the professional and ethical mandate to protect the public.

A listing on the Child Abuse Registry, or failure to report the listing, will result in dismissal.

### Planning Travel

We certainly hope that you get relax-time and time to visit with friends and family during the semester. While it is your decision to make plans for such visits you should know that classes, labs and clinical time are not cancelled to accommodate students who may wish to take extended midterm breaks, long weekends, etc. Midterm exams, lab exams or assignments also are not deferred or changed for this reason.

For the same reason, do not book flights before confirming your final examination schedule. The examination period for Fall 2019 commences on Wednesday, December 4 and ends on Friday, December 13. **DO NOT** book any flights until you have confirmed your personal exam schedule with the official university examination timetable [released in November].

**Supplementary exams for the Fall semester are normally scheduled for the weekday immediately preceding the first day of classes in the Winter Semester; this year’s date is Friday, January 3, 2020.** Take this into consideration when booking your return flight to campus if you want to reserve your opportunity to write a supplementary exam if needed.
### International Nursing

Many students are interested in working on foreign aid projects in [e.g.,] Africa or South America. We are then asked if we could arrange clinical placements there. While we certainly support your independent endeavours on your own time, and are working to address obstacles, arranging an international placement for a clinical course usually is not possible due to scheduling, resources, and the legal arrangements required.

We are exploring the possibility of a small number of international placements for N4512. We will keep you updated as further information becomes available.

### Scholarships and Awards

Faculty of Nursing scholarships, awards and bursaries are available for Year 4 students. You are encouraged to explore which opportunities for funds are applicable to you and to apply for those awards. Information will be sent out through the student list serves and posted on the website.

### Accountability as a Learner in a Professional Program

As you commence your final year of the BN (Collaborative) program, remember that accountability as a learner and beginning professional continues to be a personal and professional responsibility.

Faculty in this professional program will be encouraging you to gain the cognitive, psychomotor and attitudinal competencies that are necessary for nursing practice to evolve safely and holistically. We expect that you will set high and comprehensive standards for the level of care you provide. It will be these personal standards that will guide and determine your work as a beginning practitioner and for years to come.

- We encourage you to seek opportunities to augment the assigned reading requirements (set down in course outlines) with reference readings, web searches etc., in order to enhance your understanding of concepts.
- We encourage you to take advantage of tutorial sessions when they are offered.
- We expect students to maximize their time and active learning in class, lab and clinical settings.
- After-hour practise is needed to master nursing skills. Equipment used to teach labs on a weekly basis will remain set up for students during the after-hour sessions of that week. Open times for the lab will be posted weekly.
- We are privileged to have clinical placement agencies that are eager to work with students as you learn. We hope you will find each to be a supportive and respectful environment, and that you will maximize the opportunities afforded by such placements and differences you will make to the patients/clients you will meet.

Finally, remember that in all learning environments (classrooms, labs and clinical placements) and anywhere outside of the Faculty of Nursing in which you identify yourself as a nursing student, you are representing MUN Faculty of Nursing, nursing in general, and you personally as a beginning nurse professional.
I hope you are having opportunities to relax and enjoy the summer. Welcome back and best wishes for a successful term.

Professor Andrea Brennan-Hunter
Associate Dean, Undergraduate Programs
MUN Faculty of Nursing
864-4626