

## AC514: Bachelor of Science - Nursing (Honours) – BScN Clinical Practice

<b>Policy Title:</b>	Bachelor of Science - Nursing (Honours) - BScN Clinical Practice
<b>Policy Number:</b>	AC514
<b>Owner:</b>	Sr. Vice President Academic
<b>Approved by:</b>	College Executive Team
<b>Effective Date:</b>	September 2023
<b>Reference:</b>	
<b>Links to Other Policy:</b>	BScN Uniform Policy

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### BACKGROUND

#### **Purpose:**

The St. Lawrence Bachelor of Science - Nursing (Honours) program includes mandatory clinical practice, which takes place in a variety of health care agencies within the region. This policy speaks to the complexities of this essential element of education in nursing science. The policy ensures that clinical practice opportunities continue to be available to students; that students learn the work-place requirements of this regulated profession; and that students, clients and clinical practice host institutions are working within the high standard of care and safety required in health care settings.

#### **Scope:**

This policy applies to the Clinical Practice components of the program, for all students studying in the Bachelor of Science - Nursing (Honours) program at St. Lawrence College. It is expected that, in conjunction with the requirements of this policy, students will also comply with the requirements of the St. Lawrence College BScN Uniform Policy.

### POLICY STATEMENTS

1. All clinical hours within long-term care, acute care and community-based settings are mandatory within the BScN program.
2. Planned absence from clinical hours must be pre-authorized with the course professor (or clinical course lead) at the start of the semester or as soon as the need for absence is known. Considerations for pre-authorized absences include participation in varsity sports and clinical-related learning opportunities. Students must meet course outcomes prior to earning credit in the associated course. For absences due to a medical or disability-related reason, with respect to attendance in clinical practice and make up of clinical hours, each individual circumstance shall be determined on a case-by-case basis. Absence from

approved clinical hours for medical reasons requires formal documentation from a healthcare provider, submitted to Student Wellness and Accessibility, not faculty. Absence from approved clinical hours due to compassionate reasons or other extenuating circumstances requires formal documentation.

### 3. Expectations for BScN Students in Clinical Practice:

- ~~Students are ultimately~~ responsible for their own learning and must be able to safely participate in clinical placement.
- It is the student's responsibility to identify and document a learning plan to achieve the clinical objectives.
- All evaluation components must reflect a passing score for the student to be successful.
- Each student will participate in a midterm and formal written final clinical evaluation that outlines their strengths and weaknesses/challenges as well as their standing in the clinical area. Additional clinical evaluations can be initiated by either the student or the clinical educator as required during the clinical rotation.
- To earn a passing clinical grade, a student must achieve a satisfactory rating on each of the indicators of clinical performance by the end of their clinical rotation. Failure to achieve a satisfactory performance in any area of the clinical evaluation will result in a failure.
- Failure to achieve a satisfactory performance in any area of the clinical evaluation will require the student to repeat the clinical course as well as the associated laboratory and the classroom course (co-requisites).
- Completed clinical evaluation forms become a part of the permanent student record.
- Signing the evaluation does not indicate that the student agrees with the content but that the student has read the clinical educator/faculty advisor evaluation and was able to discuss the content of the evaluation with the clinical educator/faculty advisor.
- Clinical educators/clinical advisors are responsible for documenting clinical learning on the student's clinical evaluation form. If the clinical educator/faculty advisor assesses the student as not demonstrating safe, accountable and responsible nursing practice, the course professor and the coordinator will be consulted. A student may be asked to withdraw from the program if they are not making satisfactory progress and/or is failing to meet the criteria for performance in professional areas.

Note: It is the responsibility of faculty to protect clients and students. Therefore, faculty may exclude students from the clinical area due to illness, injuries, or lack of preparation for practice, inappropriate professional behaviour and/or appearance or any situation deemed unsafe. If the student is absent or excluded for a reason other than illness or injury, the

faculty may not be obligated to schedule clinicalmakeup time for that student.

### **1. Return to Clinical Practice Setting**

Following a medical absence, the student may need to submit confirmation that they are able to return to clinical placement. The student must contact Wellness and Accessibility if documentation is required. All students who miss clinical time may also be required to submit a learning plan to the clinical educator and course professor containing specific strategies such as supplemental lab practice, to achieve all clinical expectations.

### **2. Attendance in Nursing Laboratories**

- Nursing laboratory attendance is mandatory for all students.
- In the event of absence due to illness, the student may be required to submit a learning plan to the lab instructor outlining how the student will demonstrate missed laboratory content.
- Absences may make it impossible for a course professor to assess a student's competence adequately for the clinical setting, and therefore result in a course failure for the student.

### **3. 4th Year Class Clinical placements**

BScN students must attend classes on campus in semester 7 and 8 (year 4, fall and winter terms) to complete three courses and 278 hours of clinical practice per semester. The student must complete hours in both acute and community placements to graduate in the final year. Therefore, if a student completes acute care hours in semester 7, they must complete community placement hours in semester 8 or vice versa.

The expectation is that any student requesting a high acuity area (eg. ICU, ER) for consolidation will have completed the critical care elective in semester 6. Preference will be given to those who have successfully completed the elective (though completing the elective does not guarantee that the student will be placed in one of those areas). Placement is based on availability, completion of the elective, suitability for the area, strong clinical performance and GPA.

All communication with the potential placement agencies regarding placements must be done through the School of Nursing (placement coordinator and faculty). Students are not to contact any agency directly to request a placement. Doing so will forfeit placement at that agency.

### **4. Out of Town Clinical Placement**

- BScN students may apply for an out-of-town clinical placement in 4th year. The

application for an out-of-town placement must be submitted by the stated due date. Review of out-of-town clinical placement applications is by a committee. The committee decision to accept or deny a student request for an out-of-town clinical placement is final and communicated to the student by the BScN Program Yr. 4 Coordinator.

- All communication with the potential placement agencies regarding (in-town or out-of-town placements) must be done through the School of Nursing (placement coordinator and faculty). Students are not to contact any agency directly to request a placement. Doing so will forfeit placement at that agency.

## **MONITORING**

It is the responsibility of the Senior Vice President, Academic and the Deans/Associate Deans to ensure adherence to the policy and to interpret the policy.

## **NEXT POLICY REVISION DATE**

September 2028

## **SPECIFIC LINKS**

## **APPENDIX A AND ATTACHMENTS**

### **Procedures:**

#### **P1 Attendance in Clinical Practice**

- Students who have missed 1 or 2 shifts due to illness, compassionate reasons, or extenuating circumstances:
  - Students must demonstrate mastery of clinical course outcomes, according to the level of clinical placement. The course professor/clinical course lead will consult with the student's clinical instructor/faculty advisor to determine the student's progress and learning needs relative to the course objectives and will also consult with the School of Nursing Associate Dean in deciding the clinical make up requirements. If make up work is required to meet the course outcomes, it must be done in the clinical setting. Every effort will be made to have the clinical hours take place in the unit the student was placed; however, if this is not possible, students will have to complete extra hours of orientation if they are placed in a setting they have not yet attended. Make up clinical time may occur in the evenings or on weekends, therefore, flexibility is required.
- Students who miss a third shift:

i. Professors assess each student's case on an individual basis. The course professor will consult with the clinical instructor on the student's progress. The 3rd shift missed

clinical hours may be completed through one or a combination of the following: an assignment, attendance at a conference or training workshop, a case study and debriefing on one or more client case(s), presentation on a clinical case or other topic relevant to the course objectives, simulation, or clinical placement.

ii. For absences, due to a disability-related reason, with respect to attendance in Clinical Practice and make up of clinical hours, each individual circumstance shall be determined on a case-by-case basis in collaboration with Wellness.

iii. Any student who missed more than 3 clinical shifts in a rotation will be required to withdraw from the course.

iv. Any student who misses a make-up clinical time will be required to withdraw from the course.

### **P3 Out of Town Clinical Placement**

To request an Out-of-Town clinical placement, the BScN student must:

- have a minimum cumulative average of 75% (GPA of 7.0) in all required nursing and science courses in the program to date;
  - be in good academic standing including successfully completing all Year III program requirements;
  - demonstrate above average ratings across all clinical evaluations to date;
  - remain an active member of the classroom group and commit to meet attendance expectations as indicated in both the academic calendar and course calendars;
  - demonstrate safe, ethical, and professional practice as outlined by St. Lawrence College Policy and Procedures and Student Code of Conduct and nursing practice and policy expectations of the host clinical agency;
  - be willing to accept the clinical placement secured by the program; and
  - have internet access outside of their clinical practice environment.
- The School of Baccalaureate Nursing reserves the right to approve or deny an out-of-town clinical placement request. Clinical placement decisions depend on human resources, the learning needs of the student, and contracts with clinical agencies. Communication with potential placement agencies is exclusively through the School of Baccalaureate Nursing.