

Passport for Clinical Practice

To begin clinical practice in the Nursing Program, students are required to obtain a Passport for Clinical Practice. This passport is obtained by completing all the Pre-Clinical Requirements and completing the Passport Application Form, which is to include copies of all supporting documentation related to the attainment of these requirements. Students are responsible to ensure that they have their Passport for Clinical Practice Application **completed and submitted in its entirety**. Documents must be submitted by the end of their first month in Semester 3 of the Nursing Program (**i.e., September 1st for students beginning Semester 3 in September; May 1st for students beginning Semester 3 in May**).

No student will gain access to a Clinical Placement Site without having a completed Passport for Clinical Practice. Students will be ineligible to participate in clinical practice and will be withdrawn from clinical course(s) if documents are not submitted on time and complete, resulting in a disruption in semester progression through the program. Also, students are to have their CPR certification card while in the clinical area.

Requirements:

1. Immunization

Students accepted into the **BScN programs** must meet the following immunization requirements.

- Measles / Mumps / Rubella (MMR)
- Varicella
- Tetanus – Diphtheria-Acellular Pertussis (Tdap)
- Hepatitis B (including HepAb serology indicating levels)
- Polio
- Tuberculosis

*Hepatitis can take up to **6 months** to complete, and Tuberculosis testing can take several weeks to complete begin the process as soon as possible*

Undergraduate nursing students must have [Faculty of Health Infectious Disease Preclinical Requirements form](#) **completed by their health-care provider** for inclusion in the Passport for Clinical Practice Application packet.

Remember that you will **not** be able to **participate** in the mandatory clinical experiences as a student nurse if your immunizations are not current and complete. The School of Nursing is **not responsible** for keeping your immunization records; only for ensuring that you are adequately immunized therefore it is recommended that you make a copy of your Passport for Clinical Practice Application and all your supporting documentation prior to submission to the School of Nursing. The School of Nursing **will not** provide you with a **copy** of your immunization documents.

2. Criminal Reference Check/Vulnerable Sector Search Check

All students admitted to the School of Nursing are required to **submit a current Criminal Record Check**, including a **Vulnerable Sector Search (CRC/VSS)**, as part of their Passport for Clinical Practice Application. **Students entering Semester 3 in May** should not have this completed prior to **January 1**; **those entering Semester 3 in September** should not have this completed prior to **July 1**.

3. CPR for Health Care Providers

Newly admitted **BScN students** must be certified in CPR at the Health Care Provider level and this documentation must be included in your Passport for Clinical Practice Application. Certification must be dated the year in which you enter the program. Once you have obtained your Passport, the date required for CPR renewal will be noted on it and it is the students' responsibility to ensure that they renew their CPR certification on or before this renewal date. The renewal date for CPR certification will be **two years** (unless agency specific requirements indicate annual renewal) from the date on the documentation that is submitted with your Passport for Clinical Practice Application. For certification information please contact either: [Lifesaving Society](#), [Dalhousie Athletics and Recreation](#), [St. John Ambulance](#) or the [Canadian Red Cross](#). [The noted locations are suggestions.] Please note that CPR-HCP also equivalent with CPR-BLS is accepted. Online certification is not accepted.

4. Standard First Aid

Newly admitted **BScN students** must be certified in Standard First Aid and this documentation is to be included in the Passport for Clinical Practice Application. Please note that **Standard First Aid** is for admission purposes only and **recertification is not required** during the program (unless it is an agency specific requirement). Certification must be dated the year in which you enter the program. For certification information please contact either: [Lifesaving Society](#), [Dalhousie Athletics and Recreation](#), [St. John Ambulance](#) or the [Canadian Red Cross](#). [The noted locations are suggestions.] Online certification is not accepted.

5. Child Abuse Registry (CAR)

All students admitted to the School of Nursing are required to **submit a current Child Abuse Registry** as part of their Passport for Clinical Practice Application. **Students entering Semester 3 in May** should not have this completed prior to **January 1** and **those entering Semester 3 in September** should not have this completed prior to **July 1**.

6. WHMIS

All students admitted to the School of Nursing are required to Workplace Hazardous Materials Information System (WHMIS) training.

Passport for Clinical Practice Application

- 1. Student Name: _____
- 2. B00 Number: _____
- 3. Please indicate with a checkmark that the following supporting documentation is included in your Application Packet:
 - a. Preclinical Placement Immunization Form (including HepAb serology indicating levels) _____
 - b. Tuberculosis Immunization Form _____
 - c. Criminal Record Check (including VSS) _____
 - d. CPR Certification Card _____
 - e. Standard First Aid Certification Card _____
 - f. Child Abuse Registry _____
 - g. WHMIS Certification _____

Application Certification:

I, _____ (print name) am submitting this Passport for Clinical Practice Application on _____ (insert date) and certify that all the required documentation is attached.

Signature: _____

Application Receipt: (to be completed by the School of Nursing)

This student application for their Passport for Clinical Practice was received at the School of Nursing Administrative Office on [SON stamp date].

Passport for Clinical Practice Card

Once a student has submitted their application and the information has been checked and confirmed, a Passport for Clinical Practice Card will be issued to each student. No student will engage in clinical practice education without a Clinical Passport Card.