

November 14, 2011

Dear Returning Continuing Education Student:

RE: RETURNING STUDENT CLINICAL PRE-PLACEMENT HEALTH FORM REQUIREMENTS

If you are a returning student in the Academic Pathway Program (NURS 1051)-Clinical Practice Course, you must ensure that your annual TB Skin Test-1, CPR level-HCP and Vulnerable Sector police record check are valid every year.

You must start the health form and vulnerable sector police check requirements immediately as it will take **10 to 12 weeks** to complete. Please carefully read through all of the important health form documents attached, and see the "**Important to Follow Sheet**" for further instructions in how you can successfully complete your health form.

Once you completed all the health form requirements, you are **no longer** required to submit the renewal of your health form and police check record documents to Paramed. Please keep this health form documents with you and show it to your academic coordinator or clinical instructor.

If you fail to complete the above requirements **prior to the deadline**, you will be **excluded from being eligible** to attend placement and it may jeopardize your eligibility to continue into the program.

Should you have any questions or would like to book an appointment, please do not hesitate to contact Suzette Martinuzzi, Clinical Pre-placement Coordinator at (416) 415-5000 ext. 3415 or via email coffice@georgebrown.ca . The Clinical Pre-placement Office is located at 200 King St. East, Building "A", Room 401B, 4th Floor, St. James Campus. Hours of operation: 8:00 am to 3:30 pm. By appointment only

Thank you.

Suzette Martinuzzi, Coordinator

Returning Student- Academic Pathway Certificate
(NURS 1051) Clinical Practice Course
(2012-2012 Intake)

Clinical Pre-placement Health Form Deadline: Ask your Coordinator

Important Note: This health form is for returning students only and you are **no longer** required to submit the renewal of your health form documents to Paramed. Please keep all of your documents for your record and show it to your academic coordinator.



Don't Miss

MY HEALTH FORM CHECKLIST



(Complete this checklist to make sure you have everything done)

Section A: Medical Requirements-Communicable Disease (Mandatory)

- 1. Step 1- Tuberculosis Skin Test (*must be valid annually, see pg. 4*)
- 2. Tetanus, Diphtheria (*must be valid every ten years, see pg. 4*)
- 3. Seasonal Flu Shot (*recommended every Nov/Dec, see pg. 5*)
- 4. Final Signature & Stamp of Healthcare Professional (*see pg. 5*)

Section B: Additional Requirements (Mandatory)- Please bring all valid certification at your scheduled appointment to ParaMed

- 9. Vulnerable-Sector Police Record Check (*must be valid every year, see pg. 5*)
- 10. CPR **Level-HCP** Certificate Card (*must be valid every year, see pg. 5*)
- 11. Mask Fit Test Certificate Card (*must be valid every two years, see pg. 5*)
- 12. George Brown College Agreement Form (*see pg. 6*)

Returning Student- Academic Pathway (NURS 1051) Clinical Practice

IMPORTANT STEPS TO FOLLOW

You **MUST** complete these **STEPS** in this order and start the process immediately, since it will take you **10 to 12 weeks** to complete. Failure to complete and submit this health form by the due date, will exclude you to be eligible for placement.

- Step 1** Upon acceptance & confirmation of registration into the program and or full tuition fee or <http://coned.georgebrown.ca/info/healthform.html>

- Step 2**- Download and read carefully the NURS 1051-Academic Pathway Clinical Pre-Placement Health Form requirements and due date.

- Step 3**- For medical requirements such as laboratory blood test results and immunization, make an appointment with your doctor/health care provider (*see pg. 4 & 5*). If you do not have a family doctor, please visit any Walk-in Clinics available. It is your responsibility to ensure that the Clinical Pre-placement Health Form is properly completed and signed by your doctor/healthcare provider, **BEFORE** you complete **Step 6**. If for medical reasons you are unable to receive the required immunizations, your healthcare provider must include a detailed explanation for this exclusion. The cost of completing the requirements is paid by the student. For more information, download the [Medical Health Requirements](#) document.

- Step 4**- [If you need to apply or renew your vulnerable sector police record check](#) and you currently reside in the Toronto Region (with a postal code starts with letter "M"), you must book an appointment to see Suzette Martinuzzi, in order to receive a Toronto Police application form. Please note it **takes 10 to 12 weeks** to process your application form. Please bring two pieces of government ID at your scheduled appointment.
- Should you live in another region (such as [Peel](#), [Durham](#), [Halton](#), [York](#)) or other province, please check the website to obtain more information from the Regional Police Headquarters and it will take up to **4-6 weeks** to process your application (*see pg. 5*). For more information, please visit [RCMP-Vulnerable Sector screening process and submission of fingerprints FAQs](#)

- Step 5**- Ensure that your **CPR Level-C** certification is valid every year **for Step 7**. You may take the above courses with any [Workplace Safety and Insurance Board \(WSIB\) approved first aid trainers](#). (*see pg. 6*)

- Step 6**- Once you completed Steps 1-5, please note that you are no longer required to submit the renewal of your health form documents to Paramed. Please keep the originals of your health form documents for your own record and you must show it to your academic coordinator and clinical instructor.

**Full-Time Program (2012-2013 Intake)
Clinical Pre-Placement Health Form**

Certificate: Academic Pathway (NURS 1051-Clinical Practice)



Deadline: Ask your coordinator



Important Note: This health form is for Returning Students only and you are **no longer required** to submit the renewal of your health form documents to Paramed. Please keep all of your documents for your record and show it to your academic coordinator.

PARAMED USE ONLY

Last Name:			
First Name:			
Student ID#:		Tel#	
Email:			

	MEDICAL REQUIREMENTS-COMMUNICABLE DISEASE-(MANDATORY) (For your physician/doctor/healthcare professional to complete and sign)
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STEP 1- TUBERCULOSIS SKIN TEST (Annual)				
<p><i>i</i> If you had previous Two-Step Skin Tests done in the past and the result was negative, then you just need the annual TB SkinTest-1. If the previous result was positive, you are no longer required to do any annual TB skin test or Chest X-ray, please advise your healthcare professional to answer the questions below.</p>				
Step 1-TB Skin Test (Mandatory)  	PREVIOUS 2-Step skin test record Date Given (If any)	CURRENT Step 1 Skin Test Date Given	DATE READ (48-72 hrs after date given)	RESULT Induration in MM
<i>Step 1-Skin Test (Annual)</i>				
If the TB skin test result is POSITIVE (10 mm or more induration), PLEASE ANSWER No# 2-6 BELOW:				
1. Chest X-ray (ATTACH A COPY OF THE REPORT)	Result:		Date:	
2. History of disease?	Yes or No		Date:	
3. Prior history of BCG vaccination?	Yes or No		Date:	
4. Does this student have signs and symptoms of active TB on physical examination?	Yes or No			
5. INH Prophylaxis?	Yes or No		Date:	Dosage: Duration:
6. Specialist Referred?	Yes or No			


<p> Final Signature of Healthcare Professional: If you have documented on these forms, please sign and stamp below:</p>		
(Healthcare Professional)	(Date)	(Stamp) 

NAME: _____ ID#: _____

 <p>IMMUNIZATION RECORD/YELLOW CARD REQUIRED (For your doctor/health care provider to complete and sign)</p>	<p>DATE GIVEN</p> 
<p>TETANUS, DIPHTHERIA (Td) (must be valid every 10 years)</p>	
<p>SEASONAL FLU SHOT (recommended every Nov/Dec)</p>	

Additional Requirements (Mandatory)
(For student to complete)

<p>Additional Requirements (Mandatory)</p>	<p>Issued Date (Student complete)</p> 	<p>Expiry Date (Student complete)</p> 	<p>Document Provided Yes/No</p>
<p>8) Vulnerable Sector Police Record Check (must be valid EVERY YEAR)</p> 			
<p>9) CPR Level-HCP Certificate Card (must be valid EVERY YEAR)</p> 			
<p>10) Mask Fit Test Certificate Card (must be valid EVERY TWO YEARS)</p>  <p> If you need to renew your Mask Fit Test Certificate, you may go directly at ParaMed and pay the fee. No appointment required for Mask fit test service only.</p>			

 **Don't Miss:** After you completed pages 3-7, you must complete the **"My health form Checklist"** to make sure you have everything done with the **exemption of Flu shot and Mask Fit Test**. Then, turn to page 2 and read on Step#6 for more important information.

George Brown College Agreement Form
(For student to complete prior to ParaMed visit)



Name: _____

Program: _____

Declaration

I, _____ **(print name)**
 hereby declare that my signature below indicates that I have reviewed and understand
 the policies, procedures and I agree to abide by and be held accountable for:

- The policies and procedures of George Brown College, including the Student Code of Conduct during my tenure at the college including the time I spend at my field/clinical placement.



(Signature)

(Date)

Element of Risk

All experiential learning programs, such as field trips, clinical and field placements or job shadowing involve certain elements of risk. Injuries may occur while participating in this activity without any fault of the student, the placement or the college. By taking part in this activity, you are accepting the risk that you may be injured. Following the Health and Safety rules of your placement is required. By signing below you agree that you have reviewed the element of risk and are willing to comply with the Health and Safety Rules of your placement.

If an injury should occur, it must be reported immediately to your supervisor and to your faculty. Completing Workers Safety Insurance Board forms and reporting any injury while participating in placement must take place within **72 hours** of occurrence.



(Signature)

(Date)

FREEDOM OF INFORMATION AND PROTECTION OF INDIVIDUAL PRIVACY ACT
 The personal information on this form is collected under the legal authority of the Colleges and Universities Act, R.S.O. 1980, Chapter 272, Section 5, R.R.O. 1990, Regulation 77 and the Public Hospital Act R.S.O. 1980 Chapter 410, R.S.O. 1986, Regulations 65 to 71 and in accordance with the requirements of the legal Agreement between the College and the agencies which provide clinical experience for students. The information is used to ensure the safety and well being of students and clients in their care.