



Policy Name: Clinical Practicum Guidelines and Procedures for Pre-clinical Requirements

Originating/Responsible Department: School of Nursing

Approval Authority: Megan Manning

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School of Nursing

Clinical Practicum Guidelines and Procedures for Pre-clinical Requirements

1. Purpose and Scope

This policy outlines the clinical placement and laboratory requirements for all students in the nursing program at Carleton University.

It ensures that Carleton University nursing students meet clinical placement requirements and adhere to the expectations of the College of Nurses of Ontario (CNO), the Canadian Nurses Association's (CNA) Code of Ethics, and clinical partner institutions.

To ensure the safety of clients/patients, students, and clinical partners, students must meet all non-academic and health and safety requirements before participating in clinical placements.

2. Definitions

Clinical Partner: any organization or institution providing clinical placements for Carleton University nursing students.

Clinical: the setting where the nursing students participate in their clinical practicum.

School of Nursing (SoN) Faculty: employees of Carleton University working within the SoN (includes members such as faculty, staff, preceptors, facilitators).

Students: individuals enrolled in any nursing program at Carleton University.

The University: Carleton University.

3. Non-academic requirements

Students must meet the following non-academic requirements to be eligible for clinical placements:

- Criminal record check with vulnerable Sector Screening (if 18 years of age or older). If less than 18 years of age, attestation form will be required.
- Cardiopulmonary resuscitation (CPR) certification (level C or HCP/BLS) (within past 12 months). SoN recommends certification from Heart and Stroke.
- N95 mask fit test (valid within 2 years).
- Completion of training modules, including but not limited to (per agency policy):
 - WHMIS,
 - Occupational Health and Safety (per university and partner requirements),
 - Signed confidentiality and consent forms (per university and partner requirements).

3.1 Accommodations

In rare circumstances, accommodations may be made for valid, documented medical and/or religious reasons in accordance with university policies and human rights legislation. Documentation must be submitted to the SoN by the specified due date each term.

4. Immunity and test requirements

Students must complete and submit proof of the following immunizations and tests:

- **Tetanus:** Complete childhood series or complete adult series with an adult booster within the last 10 years
- **Diphtheria:** T-dap booster after age 18 (NACI guidelines)
- **Pertussis:** included in T-dap
- **Polio:** Complete childhood series or complete adult series
- **Measles:** two (2) documented doses or proof of immunity
- **Mumps:** two (2) documented doses or proof of immunity
- **Rubella:** one (1) documented dose or proof of immunity
- **Varicella (chickenpox):** two (2) documented doses or proof of immunity
- **Seasonal influenza:** annual vaccination (if dose is not available in region, attestation form will be required)
- **COVID-19:** a minimum of two doses prior to 2023 or, if after 2023, one (1) dose by Johnson & Johnson (or others approved by the World Health Organization).
- **Hepatitis B:**
 - Completed vaccine series, AND
 - Serologic evidence of:
 - Hepatitis B surface antibody (anti-HBs titer)
 - Hepatitis B surface antigen (HBsAg)
 - Booster required if anti-HBs titer is negative
- **Tuberculosis (TB):**

- Baseline 2-step TB skin test
- Annual 1-step thereafter
- Chest X-ray or symptom monitoring (if indicated)

4.1 Accommodations

Accommodations for immunization and test requirements may be made for valid, documented medical reasons. Supporting documentation must be submitted in accordance with faculty procedures.

4.2 Additional immunization requirements

Additional immunizations or tests may be required based on evolving public health guidance or clinical partner policies.

4.3 Tracking immunization records

Students are encouraged to use the CANImmunize app to track or print their immunization records (<https://www.canimmunize.ca/>).

Immunize Canada is a national coalition promoting awareness and use of vaccines approved in Canada, in reference with National Advisory Committee on Immunization (NACI) recommendations.

4.4 Student responsibility

Students are responsible for submitting all non-academic requirements, vaccinations and/or immunity records to the SoN by the posted deadlines on Brightspace.

5. Non-compliance

Failure to comply with non-academic, immunity and test requirements will result in not being cleared to attend clinical or the removal from clinical placement, which may jeopardize a student's ability to be successful in their learning trajectory.

This policy will be reviewed regularly to ensure alignment with the university policy, regulatory bodies, public health guidance, and clinical partner requirements. For any questions or clarifications regarding this policy, please contact the SoN at nursingclinical@carleton.ca.

References

University of Calgary Faculty of Nursing. (2018). *Nursing Practice Attendance Policy for Undergraduate Students*.

Queen's University School of Nursing. (2022). *Academic Regulations 2022-2023*.

Trent/Fleming School of Nursing. *Expectations for Clinical Practice Activities*.

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