



# IMPORTANT CLINICAL REQUIREMENTS

## PRINCE ALBERT CAMPUS

The Health and Safety Clinical Requirements **must** be completed prior to entering a clinical setting. Full details and select forms can be found online at: [nursing.usask.ca/clinical/health-and-safety](https://nursing.usask.ca/clinical/health-and-safety).

See page 2 for additional details on the documents.

### **Due Aug 31 2022:**

- HSPnet Consent Form
- Immunization records (including Immunization Requirements Consent form) sent to Student Wellness (see [nursing.usask.ca/clinical/immunization.php](https://nursing.usask.ca/clinical/immunization.php))
  - Tdap, Pertussis, MMR, TST, Hep B, Varicella required
  - Covid-19 and Influenza strongly recommended when available
  - More information to follow

### **Due Sep 15 2022:**

- Criminal Record Check with Vulnerable Sector Search
- CPR with AED (proof of registration)
- Transferring Lifting Repositioning (proof of registration)
- WHMIS (USask version only)
- WCB Agreement Form ('schedule C')

**Due Oct 7 2022** (You **cannot** attend your clinical without these, in addition to the items previously due):

- CPR with AED certificate
- Transferring Lifting Repositioning certificate
- Completed immunizations, bloodwork, and tuberculin skin test
- N95 fitting – 2 mask sizes - (USask will facilitate some sessions)
- Confidentiality Forms (Student and SHA)

Please send scans of the requirements **by email** to [nursing.princealbertclinical@usask.ca](mailto:nursing.princealbertclinical@usask.ca) or [sherri.haleschuk@usask.ca](mailto:sherri.haleschuk@usask.ca).

Ensure your scan clearly shows your name, the certificate/document type, and date completed prior to sending. Please name the file per naming conventions (see page 2 for – substitute your last name instead of *smith* and first name instead of *kelly*). Please only send .pdf, .jpg, or .png files.



Requirement	Due Date	Example File Name	Notes
<input type="checkbox"/> <i>HSPnet Consent Form</i>	Aug 31	Smith Kelly HSPnet.pdf	Information available online at: <a href="http://nursing.usask.ca/clinical/health-and-safety.php">nursing.usask.ca/clinical/health-and-safety.php</a>
<input type="checkbox"/> <i>Criminal Record Check (CRC) with Vulnerable Sector Search</i>	Sep 15	Smith Kelly CRC.pdf	From within 6 months. Any CRC with an embossment must also have a physical original provided.
<input type="checkbox"/> <i>CPR &amp; AED Certificate</i>	Proof of registration – Sep 15	Smith Kelly CPR reg.pdf	The College of Nursing currently requires CPR recertification at least <b>every 2 years</b> . Must include theory and hands on skills training for choking, CPR, and AED for infant, child, and adult. <b>Accepted:</b> CPR-C with AED, CPR-B with AED, Heartsaver, BLS
	Certificate – Oct 7	Smith Kelly CPR.pdf	
<input type="checkbox"/> <i>Immunizations</i>	To Student Wellness: Aug 31	Smith Kelly Imm.pdf	<a href="http://nursing.usask.ca/clinical/immunization.php">nursing.usask.ca/clinical/immunization.php</a> <b>Note:</b> if you do not currently have your Hepatitis B immunizations you should begin this series <b>ASAP</b> , as it takes several months to complete. Please refer to immunization document for more information
	Complete & to CoN: Oct 7		
<input type="checkbox"/> <i>WHMIS</i>	Sep 15	Smith Kelly WHMIS.pdf	U of S only (no cost from <a href="#">Safety Resources</a> ), <b>renew every 3 years.</b>
<input type="checkbox"/> <i>Transferring, Lifting, Repositioning (TLR) Certificate</i>	Proof of registration – Sep 15	Smith Kelly TLR reg.pdf	<b>Recertify every 3 years. Register ASAP</b> – courses accepted from Saskatchewan Polytechnic, SK SIMS, and SHA.
	Certificate – Oct 7	Smith Kelly TLR.pdf	
<input type="checkbox"/> <i>WCB Agreement Schedule C</i>	Sep 15	Smith Kelly WCB.pdf	Information available online at: <a href="http://nursing.usask.ca/clinical/health-and-safety.php">nursing.usask.ca/clinical/health-and-safety.php</a> . <b>Witness signature required</b> . Only the page with signatures needs to be provided.
<input type="checkbox"/> <i>N95 Mask fitting</i>	Oct 7	Smith Kelly n95 fit.pdf	<b>2 mask sizes required per SHA.</b> David Mandeville will be on the PA Campus, Rm 136 the following dates: <ul style="list-style-type: none"> <li>▪ Wed Aug 24 &amp; Thurs Aug 25</li> <li>▪ Mon Aug 29 &amp; Tues Aug 30</li> </ul>



			<b>Sign up here for FIT Testing.</b> <a href="https://www.signupgenius.com/go/5080948A4AB29AAF58-bsnn952">https://www.signupgenius.com/go/5080948A4AB29AAF58-bsnn952</a> <b>Required every 2 years.</b>
<input type="checkbox"/> Confidentiality Forms (Student and SHA)	Oct 7	Smith Kelly conf.pdf	Links to the two forms are available online at: <a href="https://nursing.usask.ca/clinical/health-and-safety.php">nursing.usask.ca/clinical/health-and-safety.php</a> . <b>Witness signatures required.</b>
<input type="checkbox"/> Student Clinical Photo ID	Sep 15	Smith Kelly Photo.jpg	Please email a picture of yourself that meets the following parameters: <ul style="list-style-type: none"><li>• The photo must be a close-up of your head and shoulders shot on a <b>plain light-coloured background</b> with a direct view of your face – similar to a driver’s license photo</li><li>• The photo must be in a <b>.jpg</b> file format and should be less than 2MB</li><li>• Provide your <b>First name, Last name, and NSID</b></li></ul> Headwear must be removed unless it is worn for medical or religious reasons <b>You will receive an email when your ID Badge is ready and where you can pick-up at the Prince Albert Campus.</b>
<input type="checkbox"/> Student Clinical Photo ID	Sep 15		Personal cell phone number required for SCM electronic charting set up prior to NURS 221 clinical.



## ADDITIONAL INFORMATION

### CONTACTS

- Kim Lavoie [kim.lavoie@usask.ca](mailto:kim.lavoie@usask.ca) (Clinical Coordinator)
- Sherri Haleschuk [sherri.haleschuk@usask.ca](mailto:sherri.haleschuk@usask.ca) (clinical documents)

### CRIMINAL RECORDS CHECK & VULNERABLE SECTOR SEARCH

Please note your Criminal Record Check must be obtained from your home community. If your home community requires a letter to issue your CRC, please contact your Clinical Coordinator.

Please note any CRC's from facilities where it states invalid without embossment or a seal is present (i.e. Saskatoon Police Services) must be provided as a physical original to your sites office as scanned copies from them are not valid. You may send a scan in before mailing your hard copy to facilitate the process.

**Mail to:**  
Attn: Sherri Haleschuk/Kim Lavoie  
College of Nursing  
University of Saskatchewan  
130-1061 Central Avenue  
Prince Albert, SK  
S6V 4V4

### IMMUNIZATION REVIEW

Please contact Student Wellness directly to schedule your immunization record review. Student Wellness can provide some outstanding immunizations and the required tuberculin skin testing (TST is subject to a fee). Please contact them at 306-966-5768 for more information.

### TLR CERTIFICATES

Contact Pearl Gardiner, University Coordinator, Northlands College [gardiner.pearl@northlandscollege.sk.ca](mailto:gardiner.pearl@northlandscollege.sk.ca) or 306-425-4312. Recertify every 3 years. If you are planning to take TLR at Sask Polytech, <https://saskpolytech.ca/programs-and-courses/part-time-studies/course/transfer-lift-repostntlrrc/SPCR-100/>, ensure you send both proof of registration and the certificate after completion. Register early for a course as they fill up quickly and you cannot attend clinical without this course.