



# IMPORTANT CLINICAL REQUIREMENTS

## REGINA 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.php](https://nursing.usask.ca/clinical/health-and-safety.php).

See page 2 for additional details on the documents.

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

- HSPnet Consent Form
- Immunization Consent Form
- Immunization records (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 and instructions for submission to follow – please see immunization section**

### **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 (USask will facilitate some sessions)
- Confidentiality Forms (Student and SHA)

Please send scanned copies (in PDF format) of the requirements **by email** to: [regina.clinical@usask.ca](mailto:regina.clinical@usask.ca)

Ensure your scan is in **PDF format** and 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 NOTE:** We are not able to distribute copies of your certificates. Please ensure that you keep the original(s) in your personal records for future use.



Requirement	Due Date	Example File Name	Notes
<input type="checkbox"/> HSPnet Consent Form	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"/> Criminal Record Check (CRC) with Vulnerable Sector Search	Sep 15	Smith_Kelly_CRC.pdf	From within 6 months. Any CRC with an embossment must also have a hard copy provided.
<input type="checkbox"/> CPR & AED Certificate	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"/> Immunizations	Immunization Consent Form: 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"/> WHMIS	Sep 15	Smith_Kelly_WHMIS.pdf	U of S only (no cost from <a href="#">Safety Resources</a> ), renew <b>every 3 years</b> .
<input type="checkbox"/> Transferring, Lifting, Repositioning (TLR) Certificate	Proof of registration – Sep 15	Smith_Kelly_TLR reg.pdf	Recertify <b>every 3 years</b> . Register ASAP through Saskatchewan Polytechnic, at: <a href="https://saskpolytech.ca/programs-and-courses/part-time-studies/course/transfer-lift-repostntlrrc/SPCR-100/">https://saskpolytech.ca/programs-and-courses/part-time-studies/course/transfer-lift-repostntlrrc/SPCR-100/</a>
	Certificate – Oct 7	Smith_Kelly_TLR.pdf	
<input type="checkbox"/> WCB Agreement Schedule C	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"/> N95 Mask fitting	Oct 7	Smith_Kelly_n95 fit.pdf	<b>2 mask sizes required per SHA.</b> USask will facilitate some sessions. <b>These will be scheduled for you at a later date.</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="http://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</b></li> </ul>



			<p><b>background</b> with a direct view of your face – similar to a driver’s license photo</p> <ul style="list-style-type: none"><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> <p>Headwear must be removed unless it is worn for medical or religious reasons.</p> <p><b>You will be notified when your ID Badge is ready.</b></p>
<input type="checkbox"/> <i>Phone number consent</i>	Sept 15		Personal cell phone number required for SCM electronic charting set up prior to NURS 221 clinical.



## ADDITIONAL INFORMATION

### CONTACTS

Raissa Berry – [raissa.berry@usask.ca](mailto:raissa.berry@usask.ca) (Clinical Coordinator)  
 Bobbie Genereux – [regina.clinical@usask.ca](mailto:regina.clinical@usask.ca) (Clinical documents)

### WHO TO LIST FOR WHMIS SUPERVISOR

	<b>Regina Campus</b>
<b>Name</b>	Raissa Berry
<b>Phone</b>	306-337-3822
<b>Address</b>	100 - 4400 4 <sup>th</sup> Ave Regina, SK S4T 0H8

### 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 an original hard copy to your sites office as scanned copies from them are not valid.

**Mail to:**  
 Attn: Bobbie Genereux  
 College of Nursing  
 University of Saskatchewan  
 #100 – 4000 4<sup>th</sup> Avenue  
 Regina, SK  
 S4T 0H8

### IMMUNIZATION REVIEW

A Public Health Nurse will be assigned to review your immunization records with you. Contact information and further instruction will be provided to you at a later date. **Please ensure that you the initiate the immunization record process, as soon as possible.** Upon contact, from the Public Health Nurse, all immunizations will need to be completed.

### TLR CERTIFICATES

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. If you are unable to enroll in a course, or are put on a waitlist, please contact Raissa Berry as soon as possible for further instruction.