WELCOME TO THE UNIVERSITY OF SASKATCHEWAN COLLEGE OF NURSING

On behalf of the University of Saskatchewan (USask) College of Nursing, we are pleased to welcome you to the Bachelor of Science in Nursing (BSN) program!

You are entering a nursing program that is approved by the College of Registered Nurses of Saskatchewan and accredited by the Canadian Association of Schools of Nursing.

Through the integration of research, education, and practice, USask College of Nursing strengthens nursing, health, and the health care system. We value integrity, social justice, unconditional positive regard, achieving one’s potential, and have high expectations of our faculty, staff, and students.

You will be taught by exceptional registered nurses who are committed to collaborative practice and patient-centered care. You will be supported throughout your program by College of Nursing staff who are here to help you along your way with everything from academic advising to ensuring you fulfill your clinical requirements.

Note: As Public Health orders allow, the College of Nursing will transition back to in-person classroom delivery in Fall 2022. Theory classes, labs, and seminars will be in-person and clinical experiences will continue as scheduled. For the most up-to-date COVID-19 information and University of Saskatchewan policies, please visit covid19.usask.ca.

GETTING STARTED

It is now time to take the next steps to prepare for your exciting journey ahead. Please visit the College of Nursing website – Student Section to review the following:

- Orientation Agenda (available mid-August)
- 2022-2023 Student Handbook (available in July)
- Clinical Requirements, Uniforms, and Supply List
- Technology Requirements

CLASS REGISTRATION

Register now for your 2022-2023 Fall and Winter Term classes through PAWS.

Information about your courses can be found online here.
BSN PROGRAM ORIENTATION - MANDATORY
Mark your calendars for the BSN Program Orientation on Wednesday, August 31, 2022. Your attendance at this orientation is mandatory, as it will provide important information for your continued success in your program.

When it is finalized, the orientation agenda will be available here.

COLLEGE OF NURSING CONTACT INFORMATION
Addresses and contact information for the College of Nursing is available at Contact Us.

ACADEMIC ADVISING
If you have questions or wish to speak to an academic advisor, please visit the College on Nursing website – Academic Advising page or book an appointment online.

YOUR USASK EMAIL ADDRESS
All emails from USask College of Nursing will be sent to your USask NSID email address (e.g. abc123@mail.usask.ca); therefore, please check it daily.
We wish to extend our best wishes for a rewarding learning experience, and look forward to meeting you Wednesday, August 31, 2022.

Sincerely,

Solina Richter DCur, RN
Dean and Professor, College of Nursing
WELCOME TO THE COLLEGE OF NURSING
LA RONGE AND ILE A LA CROSSE

LOCATION AND CONTACT INFORMATION
The **La Ronge** site is located at Northlands College, Mistasinikh Place, 1328 La Ronge Avenue. The **Ile-a-la-Crosse** site is located on Main Street at the Integrated Health Services building.

<table>
<thead>
<tr>
<th>Northlands College Contact:</th>
<th>Professional Academic Advisor</th>
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<tbody>
<tr>
<td>Pearl Gardiner, University Coordinator</td>
<td>Stephanie Beauchesne</td>
</tr>
<tr>
<td>Email: <a href="mailto:gardiner.pearl@northlandscollege.sk.ca">gardiner.pearl@northlandscollege.sk.ca</a></td>
<td>Email: <a href="mailto:Stephanie.beauchesne@usask.ca">Stephanie.beauchesne@usask.ca</a></td>
</tr>
<tr>
<td>Telephone: 306-425-4312 or 306-425-0775</td>
<td>To book an appointment -</td>
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<td></td>
<td><a href="https://nursing.usask.ca/advising/appointments.php">https://nursing.usask.ca/advising/appointments.php</a></td>
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<tr>
<th>Aboriginal Advisor</th>
<th>Academic Advising</th>
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<tbody>
<tr>
<td>Kathleen McMullin</td>
<td></td>
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<tr>
<td>Email: <a href="mailto:Kathleen.mcmullin@usask.ca">Kathleen.mcmullin@usask.ca</a></td>
<td>Email: <a href="mailto:undergradnursing.advising@usask.ca">undergradnursing.advising@usask.ca</a></td>
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<tr>
<td>To book an appointment -</td>
<td>Website: <a href="https://nursing.usask.ca/about/prince-albert.php">https://nursing.usask.ca/about/prince-albert.php</a></td>
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<td><a href="https://nursing.usask.ca/advising/appointments.php">https://nursing.usask.ca/advising/appointments.php</a></td>
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NORTHERN STUDENT BUSINESS

TEXTBOOKS
You can order your textbooks and medical supplies from the Shop USASK Bookstore website at [https://bookstore.usask.ca/students.php](https://bookstore.usask.ca/students.php). Under Course Materials, select My Textbooks to access your textbook list. You will need to enter your NSID (e.g., abc123) and password.

**La Ronge and Ile-a-la-Crosse** students can purchase textbooks directly from Northlands College. La Ronge students can pick up books from the Northlands College administration office at Mistasinikh Place. Ile-a-la-Crosse students can get books at the classroom in the Integrated Health Services Building.

Secondhand books may also be purchased from former or upper-year students. Textbooks can also be ordered through amazon.ca. However, **please check that the ISBN number** is the same as posted by the professor for the class.

LIBRARY SERVICES
As a University of Saskatchewan student, you have remote access to a number of electronic resources through the University of Saskatchewan Library. These can be accessed through the Library Resources channel in your PAWS account or at [https://library.usask.ca](https://library.usask.ca).

Distance and Distributed Library Services (DDLS) are available at no charge to all University of Saskatchewan students, faculty, and staff living outside Saskatoon. The library will supply materials from our collections in
response to requests submitted electronically. Books will be mailed with a postage paid return label. Copies of journal articles do not have to be returned. https://library.usask.ca/ddls/index.php.

STUDENT WELLNESS-HEALTH PLAN
Full-time, on-campus students automatically pay for a health and dental plan provided through their student association (the USSU for undergraduate students and the GSA for graduate students). You must have a Saskatchewan health card, (or health coverage equal to or greater than that provided by a Saskatchewan health card) in order to make a claim on this extended health coverage. See the details in the link below.
http://students.usask.ca/health/health-plans.php#StudentHealthandDentalPlan

Students who are off campus (Regina, Prince Albert, Yorkton, Lloydminster, and the North) and those in Saskatoon who are taking NURS 450 and NURS 441 in fall term will not be paying into the plan. This Health Insurance fee is charged to your fall student fees only. If you are off campus in fall term, you will not be assessed the fee. If you wish to have coverage, you must opt in.

Please contact I have a Plan: http://www.studentcare.ca/ for more details.

GUIDANCE RESOURCES FOR OFF CAMPUS STUDENTS
Through USask’s free Guidance Resources program, off-campus and distance students can speak with financial experts, health coaches, mental-health clinicians, and lawyers.

Specialists are also available to provide pre-screened referrals and resources for just about anything on your to-do list. See details in the link below.
https://students.usask.ca/index.php

ACCESS AND EQUITY SERVICES
Students with disabilities such as Medical-based or learning, or requiring services or accommodation based on other prohibited grounds of discrimination — including religion, family status (including pregnancy) or gender identity—can access further information and support through University of Saskatchewan Access and Equity Services at https://students.usask.ca/health/centres/access-equity-services.php.

ACADEMIC ADVISING AND LEARNING SERVICES
Academic advising is available on-site or virtually at the College of Nursing, Prince Albert Campus. Book an appointment and access frequently used forms at: https://nursing.usask.ca/advising/overview.php

Additionally, academic advising and support for Aboriginal students is offered in Prince Albert and North through the University of Saskatchewan Community of Aboriginal Nursing (UCAN) program: https://nursing.usask.ca/indigenousinitiatives/ucan.php

University of Saskatchewan Student Learning Services are available to all students throughout the academic year at https://library.usask.ca/studentlearning/
CLINICAL REQUIREMENTS
Please review the document titled *Important Clinical Requirements* included with this package. This document includes a checklist of requirements and deadlines that must be completed for fall term. This document is also available through this link https://nursing.usask.ca/documents/clinical/ClinicalRequirementsPA.pdf

ORIENTATION
You are required to attend a **MANDATORY ORIENTATION**, to the nursing program, at either (La Ronge or Ile-a-la-Crosse sites) on Wednesday, August 31, 2022. *Time and classroom locations to follow.*
IMPORTANT CLINICAL REQUIREMENTS
NORTHERN STUDENTS

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.

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 Bonnie Fisher at bonnie.fisher@usask.ca
  - Tdap, Pertussis, MMR, TST, Hep B, Varicella required
  - Covid-19 and Influenza strongly recommended when available

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 or 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.
<table>
<thead>
<tr>
<th>Requirement</th>
<th>Due Date</th>
<th>Example File Name</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ HSPnet Consent Form</td>
<td>Aug 31</td>
<td>Smith Kelly HSPnet.pdf</td>
<td>Information available online at: <a href="https://nursing.usask.ca/clinical/health-and-safety.php">nursing.usask.ca/clinical/health-and-safety.php</a></td>
</tr>
<tr>
<td>☐ Criminal Record Check (CRC) with Vulnerable Sector Search</td>
<td>Sep 15</td>
<td>Smith Kelly CRC.pdf</td>
<td>From within 6 months. Any CRC with an embossment must also have a physical original provided.</td>
</tr>
<tr>
<td>☐ CPR &amp; AED Certificate</td>
<td>Proof of registration – Sep 15</td>
<td>Smith Kelly CPR reg.pdf</td>
<td>La Ronge/Ile a la Crosse – contact Pearl Gardiner, University Coordinator, Northlands College <a href="mailto:gardiner.pearl@northlandscollege.sk.ca">gardiner.pearl@northlandscollege.sk.ca</a> or 306-425-4312. The College of Nursing currently requires CPR recertification at least every 2 years. Must include theory and hands on skills training for choking, CPR, and AED for infant, child, and adult. <strong>Accepted:</strong> CPR-C with AED, CPR-B with AED, Heartsaver, BLS</td>
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<tr>
<td></td>
<td>Certificate – Oct 7</td>
<td>Smith Kelly CPR.pdf</td>
<td></td>
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</table>
| ☐ Immunizations                                                             | To Bonnie Fisher at [bonnie.fisher@usask.ca](mailto:bonnie.fisher@usask.ca) Aug 31 | Smith Kelly Imm.pdf | [nursing.usask.ca/clinical/immunization.php](https://nursing.usask.ca/clinical/immunization.php)  
**Note:** if you do not currently have your Hepatitis B immunizations you should begin this series **ASAP**, as it takes several months to complete. Please refer to immunization document for more information |
<p>|                                                                             | Complete &amp; to CoN: Oct 7 |                             |                                                                      |
| ☐ WHMIS                                                                     | Sep 15     | Smith Kelly WHMIS.pdf | U of S only (no cost from Safety Resources), renew every 3 years.    |
| ☐ Transferring, Lifting, Repositioning (TLR) Certificate                    | Proof of registration – Sep 15 | Smith Kelly TLR reg.pdf  | La Ronge/Ile a la Crosse – contact Pearl Gardiner, University Coordinator, Northlands College <a href="mailto:gardiner.pearl@northlandscollege.sk.ca">gardiner.pearl@northlandscollege.sk.ca</a> or 306-425-4312. <strong>Recertify every 3 years.</strong> |
|                                                                             | Certificate – Oct 7 | Smith Kelly TLR.pdf   |                                                                      |
| ☐ WCB Agreement Schedule C                                                  | Sep 15     | Smith Kelly WCB.pdf  | Information available online at: <a href="https://nursing.usask.ca/clinical/health-and-safety.php">nursing.usask.ca/clinical/health-and-safety.php</a>. <strong>Witness signature required.</strong> Only the page with signatures needs to be provided. |
| ☐ N95 Mask fitting                                                         | Oct 7      | Smith Kelly n95 fit.pdf | 2 mask sizes required per SHA. USask will facilitate some sessions. |</p>
<table>
<thead>
<tr>
<th>Task</th>
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<th>Student Name</th>
<th>File</th>
<th>Notes</th>
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</thead>
<tbody>
<tr>
<td>Confidentiality Forms (Student and SHA)</td>
<td>Oct 7</td>
<td>Smith Kelly</td>
<td>conf.pdf</td>
<td>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>. <strong>Witness signatures required.</strong></td>
</tr>
</tbody>
</table>
| Student Clinical Photo ID                                            | Sep 15   | Smith Kelly  | Photo.jpg | Please email a picture of yourself that meets the following parameters:  
  - The photo must be a close-up of your head and shoulders shot on a plain light-coloured background with a direct view of your face – similar to a driver’s license photo  
  - The photo must be in a .jpg file format and should be less than 2MB  
  - Provide your **First name, Last name, and NSID**  
  Headwear must be removed unless it is worn for medical or religious reasons. **You will be notified when your ID Badge is ready.** |
| Student Clinical Photo ID                                            | Sep 15   | Person       |                  | Personal cell phone number required for SCM electronic charting set up prior to NURS 221 clinical. |

**La Ronge/Ile a la Crosse** – contact Pearl Gardiner, University Coordinator, Northlands College [gardiner.pearl@northlandscollege.sk.ca](mailto:gardiner.pearl@northlandscollege.sk.ca) or 306-425-4312. **Required every 2 years.**
ADDITIONAL INFORMATION

CONTACTS

- Kim Lavoie kim.lavoie@usask.ca (Clinical Coordinator)
- Sherri Haleschuk 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.

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 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.

Mail to:
Attn: Sherri Haleschuk/Kim Lavoie
College of Nursing
University of Saskatchewan
130-1061 Central Avenue
Prince Albert, SK
S6V 4V4
IMMUNIZATION REQUIREMENTS FOR NORTHERN NURSING STUDENTS

GENERAL INFORMATION

- The University of Saskatchewan requires that all students attending a Health Science College provide documented proof of immunization.
- All nursing students are required to complete the recommended immunizations for health care workers as outlined in the Saskatchewan Immunization Manual, Chapter 7 Section 6.3 (available online at: www.ehealthsask.ca/services/manuals/Pages/SIM.aspx) prior to any contact between students and patients/clients.
- Students are required to submit to the College of Nursing proof of immunizations prior to participation in clinical experience.
- Failure to maintain recommended immunizations may delay a student’s progress in their studies.
- Specific immunizations will be required for certain clinical placements and in specific circumstances, such as disease outbreaks. Students who refuse or are unable to comply with this requirement may be at risk of not being able to complete required components of their program.
- Any applicable costs of immunization are the responsibility of the student.
- **CONSENT:** Immunization records and/or serology results will be shared from Student Wellness and/or the Nurse reviewing your records with your College and clinical placements throughout your studies as required – this is to ensure your safety and the safety of your clients. You are required to sign a consent form to authorize sharing of this information.

IMMUNIZATION INSTRUCTIONS

1. Review your immunization requirements (see page 3).
2. Locate your childhood and adult immunization records. If you do not have these records, contact your Public Health Unit or Family Doctor.
   a. If you were immunized in and around the Saskatoon area, please visit this website: www.saskatoonhealthregion.ca/locations_services/Services/Immunization/Pages/Immunization-Record-Requests.aspx or call the immunization record line at 306-655-4090. There is $25.00 charge to get your records.
   b. If you were immunized in and around the Regina area, call the Immunization Office at 306-766-7904. There is a $25.00 charge to get your records.
   c. For all other regions, contact your Home Public Health region. If you need to determine which region to contact, please visit: https://www.saskatchewan.ca/residents/health/public-health/public-health-offices
3. Send a copy of your immunization records AND Consent Form by August 31st (earlier is better if you can) to
   
   Email – student.wellness@usask.ca

4. You may choose to see your Family Physician to begin and/or complete your immunization review, however please note the following:

   a. For northern students, you are responsible for ensuring your immunizations are fully complete prior to submitting them.
SPECIFIC IMMUNIZATION REQUIREMENTS

Tetanus/Diphtheria (Td):
- Primary series of 3-5 doses, then a booster every 10 years

Pertussis:
- Primary series and adults are encouraged to have a Td booster with the pertussis component once in their adult lifetime. Some colleges mandate this.

Polio:
- Primary series, booster if travelling in endemic areas

Measles, mumps, rubella (MMR):
- Proof of immunity by serological evidence (please attach) OR by documented proof of vaccination with 2 doses of measles, mumps and rubella.

Tuberculin skin test (TST):
- Initial base line skin test required prior to client contact
- If there is a history of a positive Tuberculin, a CXR is required.

Hepatitis B:
- A series of two or three doses followed by an antibody check
- If you have already received the series, lab evidence of immunity is required (please attach).
- If the Hepatitis B Surface Antibody is non-immune (0 mIU/ml), a Hepatitis B surface antigen test must be done. If the antigen test is positive, consult your Health Care Provider. Refer to your specific College Policy for guidelines regarding clinical practice.
- If the antigen test is negative, (and antibody non-immune); revaccination and reassessment for immunity must be done.
- **Note:** if you do not currently have your Hepatitis B immunizations you should begin this series as soon as possible, as it takes several months to complete.

Varicella (Chickenpox)
- Serological evidence of immunity (please attach) OR proof of one or two doses of varicella vaccination

Influenza
- Recommended annually

COVID-19
- Strongly recommended
Immunization Requirements Consent

I agree to comply with all immunization requirements of the University of Saskatchewan. I give consent for my immunization records and/or serology results to be shared with my college, clinical placements, and administrative staff, as appropriate.

Student Information

Last Name: _______________________      Given Name: ______________________________
DOB (dd/mm/yr): _________________     Phone Number: ____________________________
Health Card Number: _______________     Province: ______________     Exp:_________     M/F
Saskatoon Address & Postal Code: _________________________________________________
Next of Kin (name/phone #/relation): ______________________________________________
U of S Student Number: ____________________
USASK NSID & Email: ____________________________________________________________
Previous visit to Student Wellness Centre: _____ Yes _____ No

<table>
<thead>
<tr>
<th>College</th>
<th>Saskatoon Campus</th>
<th>Regina Campus</th>
<th>Prince Albert</th>
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<tbody>
<tr>
<td>Dentistry</td>
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<td>Dental Assisting</td>
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<td>Nurse Practitioner</td>
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Graduating Year: __________

Student Signature: _______________________________     Date: _______________