

(S118) Bachelor of Science in Nursing (Fall 2019)**Second Year: Semester 3 & 4****Practice Requirement Record form Extended deadline: July 31, 2019****STUDENT CHECKLIST AND ACTIONS REQUIRED**

Notice: If you are returning student in this program, it is your **responsibility** to complete & submit all the medical & additional health form requirements outlined below by the given deadline. If you fail to do so, you will be excluded from clinical placement which can affect your academic standing & may lead to program withdrawal. All costs, service fees and fine associated with the overall health form requirements are responsibility of the student.

RENEWAL: MEDICAL REQUIREMENTS

- Seasonal Flu Shot (*mandatory every Nov/Dec*)
- Step 1-Tuberculosis Skin Test, **pg. 2**
Tuberculosis Skin Test with Negative (-) or (< 10 mm) results from last year (only if applicable)
 - Book an appointment with your doctor/Walk-In Clinic and bring your new PRR form at your scheduled appointment
 - If your previous Two Step-TB skin test result was "**Negative or (less than 10 mm)**" last year, please ask your doctor to do annual One Step-TB Skin Test. Fees may apply.
 - Please ensure that your doctor/physician to complete and sign your health form
- Tuberculosis Skin Test Positive (+) or > 10 mm results last year (only if applicable)**
 - Book an appointment with your doctor/Walk-In Clinic and bring your new PRR form at your scheduled appointment.
 - If your previous TB skin test result was "**Positive (+) or (> 10 mm)**" from last year, you are **no longer** required to redo or pay for another TB skin test or Chest X-ray again.
 - Please advise your doctor/physician to document your previous TB skin test Positive (+) date given/result and do a physical examination to answer the TB Skin Test Questions (No #1-6).
 - Please ensure that your doctor/physician complete and sign your health forms
- Final Signature of doctor/physician & Medical Office Stamp (*fees may apply*), **pg. 2**
- Complete any Medical Deficiency from your last visit with ParaMed (*if any*), **pg. 3**
- Bring all of your old first year PRR documents

RENEWAL: ADDITIONAL REQUIREMENTS

Please apply for your police check and certificate and bring all originals and one set of photocopies of your documents at your scheduled appointment with ParaMed Office. **Please read all detail instructions on pgs. 4-5**

- [Police Vulnerable Sector Check](#) (renew every six months, see application deadline dates per semester) **pg. 4**
- [BLS/CPR Level \(HCP\) Certificate](#) (renew every year) **pg. 4**
- [Mask Fit Test Certificate Card](#) (renew every two years) **pg. 4**
- [ParaMed Office](#) Appointment & Service Fees, **see below & pg. 4**
- ParaMed and George Brown College Agreement Form, **pg. 5**

PARAMED SERVICE FEES (rates are subject to change)

Notice: Once you have everything done and completed, your **final step** is to **create an account and book an appointment** with ParaMed Office online at www.georgebrownhealth.ca by the deadline. It is mandatory that you bring and submit all of the originals, one set of photocopies of your forms and pay the Service Fees at your scheduled appointment. Please **DO NOT** book or go to ParaMed Office with an **INCOMPLETE** forms, otherwise they will **charged** you a **Subsequent Visit Fee**. ParaMed is a "**Fragrance Free Zone**", kindly **do not wear** any perfume, lotion or cologne at your appointment.

(June 1st, 2018 to May 31st, 2019)

- Standard Visit Fee - \$56.15 dollars (submission of health form, RN fee, archives & medical records access online)
- Subsequent Visit Fee (due to a Deficiency List Form) - \$24.60 dollars
- Cancelled or Missed Appointment Fine-\$56.15 dollars (without 24 hour notice)
- Mask Fit Test-\$42.70, Photocopy - \$3.00

CONTACT US

- Suzette Martinuzzi, Pre-placement Coordinator at (416) 415-5000 ext. 3415 or via email smartinu@georgebrown.ca
- The Clinical Pre-placement Office has two office locations:
- **(Mon-Wed)** 51 Dockside Drive, Room 702, 7th Floor, Waterfront Campus **(Thurs-Fri)** 200 King Street East, Room 401B, 4th Floor, Building "A", St. James Campus, Business Hours: 8:00 am to 3:30 pm, by appointment only/visit [FT Program Pre-placement](#)

**FULL-TIME PROGRAM: 2nd YEAR S118-BACHELOR OF SCIENCE IN NURSING
 PRACTICE REQUIREMENT RECORD FORM (FALL 2019)**

Name x _____
 GBC ID# x _____
 Tel x _____
 Email x _____

(ParaMed Official Stamp here)

PRR Extended Deadline: July 31, 2019

**MEDICAL REQUIREMENTS
 (DOCTOR/PHYSICIAN/HEALTH CARE PROFESSIONAL TO COMPLETE, SIGN & STAMP)**

Ontario legislation specifies certain surveillance requirements for those entering into healthcare practice settings. The Program policy was developed in accordance with the communicable disease surveillance protocols, specified under the Public Hospitals Act, to meet the requirements of our students' placement settings. This process is necessary to ensure that our students protect their health and safety, and the health and safety of patients, visitors, employees and other students. Other than the influenza vaccine, the completion of this information is not optional, and all sections must be completed as outlined. Our placement partners have the right to refuse students who have not met their immunization standards. If, for medical reasons, your client is unable to receive a required immunization or Chest X-ray, a medical note of this exclusion must be provided on the form.

1. SEASONAL FLU SHOT (mandatory every year in November/December)

Influenza virus vaccine is available free of charge from health services in the fall or can be obtained from your healthcare provider. Students are encouraged to submit evidence of the vaccination in December. If you know or suspect that you have an allergy to eggs or other vaccination preservatives, or components, please discuss your options with your HCP. Do not worry about the flu shot at this time; you may submit your completed health form documents to ParaMed without the flu shot record. GBC will do a flu shot clinic in November/December. If an outbreak occurs at an assigned agency, and flu vaccine was not received, you may be denied access to the facility, thus jeopardizing the successful completion of your placement.

Seasonal Flu Shot Given Date ____/____/____ (mm / dd / yyyy) Health care professional _____

2. STEP 1-TUBERCULOSIS SKIN TEST (read and follow the instructions below)

- Negative (-) with less than (< 10 mm):** If your previous Two Consecutive Step-TB Skin Test result was both "Negative with less than (< 10 mm)" induration last year, please ask your doctor to renew your Step 1-TB Skin Test only and document it below.
- Positive (+) with more than (> 10 mm):** If your previous TB Skin Test result was "Positive with over (> 10 mm)" induration last year, you are **NO longer** required to do any TB Skin Test or Chest X-ray again. Please advise your doctor to do annual physical examination and answer letters (A-F) below. No Exceptions!

STEP 1-TB SKIN TEST

_____ / _____ / _____
 (Given Date: mm / dd / yyyy) (Date Read: 48-72 hours after date given) (Induration Size) (mm)

**TB SKIN TEST POSITIVE MUST BE (MORE THAN >10 MM) INDURATION
 DOCTOR/PHYSICIAN MUST DO ANNUAL PHYSICAL EXAM & ANSWER LETTERS (A-F) BELOW;**

- Chest X-ray (attach a copy of the Chest X-ray report valid within four years)** Result _____ Date _____ (mm/dd/yyyy)
- History of disease? Yes or No Date (mm /dd/ yyyy) _____
- Prior history of BCG vaccination? Yes or No Date (mm /dd/ yyyy) _____
- Does this student have signs/symptoms of active TB on physical examination? Yes or No
- INH Prophylaxis (Treatment)? Yes or No Date (mm/dd/yyyy) _____ Dosage _____
- Specialist (Public Health) Referred? Yes or No Date (mm/dd/yyyy) _____

Final Signature of doctor/physician/health care professional _____ (pg. 2)

Date (mm/dd/yyyy) _____ Medical Office Stamp _____ (pg. 2)

NAME x

GBCID# x

2ND YEAR S118-BACHELOR OF SCIENCE IN NURSING (FALL 2019)
PRR MEDICAL DEFICIENCY

1. LIST OF MEDICAL DEFICIENCY

If you have any medical deficiency from your last appointment with ParaMed, please use the information that is applicable to you below. It is mandatory that you process and complete the given deficiency with your doctor/physician, before you book and pay for your next ParaMed appointment. Otherwise, it will result as another Returning Visit Fee to ParaMed. Note: If you do not have any deficiency, skip this section and proceed to the ParaMed stamp sections below.

Tetanus, Diphtheria & Pertussis (Tdap/Adacel valid every 10 years)

- New dose date: ___/___/___(mm/dd/yyyy)

Measles, Mumps & Rubella (MMR)

- New dose date: ___/___/___(mm/dd/yyyy)
Copy of repeat laboratory blood test report, 4 to 6 weeks from your last dose

Varicella (Chicken Pox)

- New dose date: ___/___/___(mm/dd/yyyy)
Copy of repeat laboratory blood test report, 4 to 6 weeks from your last dose

Hepatitis B

- New dose date: ___/___/___(mm/dd/yyyy)
A copy of repeat laboratory blood test report, 4 to 6 weeks from your last dose

ParaMed Completed stamp- If your old 1st and/or 2nd and/or 3rd year PRR form has been stamped "Completed" by ParaMed, then No more injection and/or blood test required. But, it is still mandatory that you bring all of your old health form documents to your next appointment with ParaMed.

ParaMed Exception Stamp- If your old 1st and/or 2nd and/or 3rd year PRR form has been stamped as "Exception/Non-responder" by ParaMed, then No more injection and/or blood test required, unless it was given/advised by your doctor/physician. But, it is still mandatory that you bring your old health form doctor to your next appointment with ParaMed.

NAME x _____

**2ND YEAR S118-BACHELOR OF SCIENCE IN NURSING (FALL 2019)
RENEWAL OF ADDITIONAL REQUIREMENTS**

3. POLICE VULNERABLE SECTOR CHECK (renew every six months, effective as of Fall Term 2019)

Issued Date ____/____/____ **Expiry Date** ____/____/____ (six months after the issued date)
mm / dd / yyyy mm / dd / yyyy

Important Note: Effective as of Fall Term 2019, all students are now required to renew their Police Vulnerable Sector check every **six months** and must be valid for the entire academic year. Please attached the original copy of your police check record and submit at your ParaMed scheduled appointment. All costs associated with the police check application and additional fees related to fingerprint, court documents and Record Suspension (formerly Pardon) process are responsibility and paid by the student. If your police check record is "**Not Clear**", you must contact your Chair or academic coordinator to disclose the information as this may jeopardize your academic standing which may lead to program withdrawal.

Please read carefully all of the instructions in how to apply for your Police Vulnerable Sector Check according to your regional police service, complete and submit it to us by the specific deadlines as outlined below. If you fail to do so, you will be excluded from placement.

For students who currently reside in Toronto region (with a postal code that starts with letter "M")-Revised on May 5, 2019 to meet the Ryerson CPO instructions in order for your police check to be valid within 6 months

1. How can I obtain the Toronto Police vulnerable sector form?
 - You must book an appointment to see Suzette Martinuzzi at 416-415-5000, ext. 3415 or smartinu@georgebrown.ca
 - It is mandatory that you bring a money order/bank draft payment of \$20.00 dollars payable to Toronto Police Service and a government issued photo ID at your scheduled appointment. (No other payment method accepted)
 - Once we receive your form and payment, we will mail it to Toronto Police Service on your behalf and they will process it within 4 to 6 weeks.
2. When do I need to apply and submit the renewal of my Toronto Police application form and payment?
 - **Semester 3, Fall 2019**-you must submit it to our office by June 3, 2019
 - **Semester 4, Winter 2020**-you must submit it to our office by October 15, 2019
3. When is the deadline to submit the photocopy of my new police check record to update my ParaMed account online?
 - **Semester 3, Fall 2019**-you will submit at your scheduled ParaMed appointment by July 31, 2019
 - **Semester 4, Winter 2020**-it will be on January 10, 2020 to the Pre-placement Office only and No ParaMed appointment required

For students who currently reside in another region such as (Durham, Halton, Hamilton, OPP, Niagara Peel, York) and/or other province-Revised on May 5, 2019 to meet the Ryerson CPO instructions in order for your police check to be valid within 6 months.

4. How do I apply for the renewal of my police vulnerable sector check?
 - Please go to your specific regional police service and they can take up to **2-6 weeks** to process your application, with the **exception of Niagara and Halton region** which can take **6 to 8 weeks** to process.
 - If you require a volunteer letter to get the student rate, please send us an email with your full name, ID#, program name and the complete address of your regional police service or for more information, click here **Police Vulnerable Sector Check**
5. What if I currently reside in another region mentioned above, when do I need to apply for my police vulnerable sector check renewal?
 - **Semester 3, Fall 2019**-you must apply at your specific regional police service after June 3, 2019
 - **Semester 4, Winter 2020**-you must apply at your specific regional police service after October 15, 2019
6. When is the deadline to submit the photocopy of my new police check record to update my ParaMed account online?
 - **Semester 3, Fall 2019**-you will submit at your scheduled ParaMed appointment by July 31, 2019
 - **Semester 4, Winter 2020**-it will be on January 10, 2020 to the Pre-placement Office only and No ParaMed appointment required

2ND YEAR S118-BACHELOR OF SCIENCE IN NURSING (FALL 2019) RENEWAL OF ADDITIONAL REQUIREMENTS

4. BLS/CPR LEVEL (HCP) CERTIFICATE (*renew every year*) (**No Standard First Aid course required**)

It is mandatory that you **renew** your BLS/CPR level (HCP) certificate every year. For the list of First Aid Approved Trainers, click here for more information or you can register at any First Aid Trainers available in your area. **No Online CPR-Training Certificate accepted**, it is mandatory that you have it done with a standard in-class format. Please download, print and bring your original certificate and photocopy at your scheduled appointment with Paramed.

BLS/CPR LEVEL (HCP) Certificate card

Issued Date ____/____/____ **Expiry Date** ____/____/____ (one year after the issued date)
mm / dd / yyyy mm / dd / yyyy

5. MASK FIT TEST CERTIFICATE CARD (*renew every two years*)

If your mask fit test certificate card is still valid for two years, you will **not** pay any additional fee. But, if your mask fit test has expired after two years, Paramed will do the mask fit test for you at your scheduled appointment. Please do not eat, drink and chew gum 30 minutes prior to your Paramed appointment. If you are expecting or pregnant, you need to submit a medical note to exempt you from mask fit test. All male students must be clean-shaven. All students must be tested and fitted for an appropriate mask (respirator) in the event of flu (or other airborne/droplet) outbreak. Your Mask Fit Test Certificate card must clearly state the mask type (model) and size and valid for two years after the issue date. Please ensure you carry your mask fit card at all times during placement.

Mask Fit Test Certificate Card

Issued Date ____/____/____ **Expiry Date** ____/____/____ (two years after the issued date)
mm / dd / yyyy mm / dd / yyyy

6. PARAMED APPOINTMENT & SERVICE FEES

- Once you have everything done, your **final step** is to book an appointment with Paramed at www.georgebrownhealth.ca
- Paramed Office is a “**Fragrance Free Zone**”, kindly **do not wear** any perfume, lotion or cologne at your appointment.
- Download your Paramed Confirmation Visit Sheet
- Bring and submit your completed 1st & 2nd year original PRR forms, police check and CPR level HCP Certificate at your scheduled appointment.
- Bring your Initial Visit Fee payment, *page 1*
- Photocopy one set of all your original forms before you go to your Paramed appointment, *pgs. 2-5*
- After your appointment with Paramed, please keep all of your PRR original documents as you need proof at Ryerson University. GBC do not keep any original copies of your PRR forms, so please do not lose them.

George Brown College & ParaMed Agreement Form (Complete prior to ParaMed appointment)

Name x _____

Program: 2nd year S118-BACHELOR OF SCIENCE IN NURSING

I x _____ (print name) understand that any false statement is grounds for cancellation of admission.

I understand that the college has the right to cancel my admission privilege on the basis of medical information submitted or withheld. I understand that it is my responsibility to inform the appropriate George Brown College personnel of any communicable disease, special need, exception or medical condition which may place me at risk or pose a risk to others at George Brown College or on placement.

I will pay all the services fees and authorize ParaMed to review the above information.

x _____
(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.

x _____
(Signature) (Date)

Contact Us

Suzette Martinuzzi, Coordinator at (416) 415-5000 ext. 3415 or via email smartinu@georgebrown.ca

Clinical Pre-placement Office campus locations:

(Mon-Wed) 51 Dockside Drive, Room 702, 7th Floor, Waterfront Campus

(Thursday-Friday) 200 King Street East, Room 401B, 4th Floor, Building "A", St. James Campus

Business Hours: 8:00 am to 3:30 pm, by appointment only or visit [FT Program Pre-placement](#)

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 wellbeing of students and clients in their care.