



**Catherine McAuley School of Nursing and Midwifery  
University College Cork  
and  
Participating Health Service Providers**

## **Policy for Repeating a Clinical Practice Module**

### **BSc Nursing (General; Intellectual Disability; Mental Health, Children's & General Integrated) Years 1-5**

***Agreed by:***

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Steering Group: 01.07.11

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## 1. Background

The *Nurse Registration Programmes Standards and Requirements* (NMBI 2016) specify competencies for entry to the register in line with EU Directives on Nursing and Midwifery Education.

The provision of nurse and midwifery education involves a working partnership between the School of Nursing and Midwifery at University College Cork, other departments within the University, Nursing and Midwifery Board of Ireland (NMBI), and Health Service Providers.

## 2. Clinical Instruction

For clinical practice modules, students must submit their Clinical Assessment Document (CAD) on or before the agreed submission date.

Pass and progression criteria for each year of the BSc Nursing programmes are outlined within the clinical practice module descriptors [UCC Book of Modules](#)

Confirmed completion of mandatory scheduled clinical placement time is required in order to receive a pass judgement in clinical practice modules for each year of the programme as per the [Clinical Practice Placement Guidelines](#) and module descriptors in the [UCC Book of Modules](#)

For students who are unable to submit their CAD on or before the agreed submission date, it is the students responsibility to submit an extension request form directly to the relevant executive assistant in G03 (see form for details) in advance of the submission date. The [extension request form](#) must detail the reason for which an extension is required. Failure to complete an extension request form will result in a student's CAD not being processed in time for consideration at the relevant examination board.

If a student is repeating clinical time/module due to certified leave, their CAD is to be submitted within a 24-48 hour timeframe of completing the time unless otherwise directed. If a student has any queries in this regard, please email the relevant Practice Module Lead.

The clinical practice module is assessed (as outlined within the module descriptor in [UCC Book of Modules](#)) when the CADs are examined and when evidence of completion of scheduled time (timesheet) is received by the Allocations Office, School of Nursing and Midwifery, UCC. Results are then considered by the relevant examination board.

### 3. Years 1-5

**3.1.** Results for Year 1-3 clinical placement are presented to a **Summer Examination Board**. Prior to the Autumn Examination Board, the student will be provided with a **supplemental opportunity** to achieve outstanding CAD(s) if they have received a fail judgement.

**3.2.** Results for Year 4 clinical placement for the General, Mental Health and Intellectual Disability Nursing Programmes are presented to an **Autumn Examination Board**. Prior to the **next relevant examination board**, the student will be provided with a **supplemental opportunity** to achieve outstanding CAD(s).

**3.3.** Results for Year 4 clinical placement for the Integrated Children's and General Programmes are presented to a **Summer Examination Board**. Prior to the **Autumn Examination Board**, the student will be provided with a **supplemental opportunity** to achieve outstanding CAD(s).

**3.3.** Results for Year 5 clinical placement for the Integrated Children's and General Programmes are presented to a **Spring Examination Board**. Prior to the **next relevant examination board**, the student will be provided with a **supplemental opportunity** to achieve outstanding CAD(s).

**3.4.** In providing a **supplemental opportunity** the following principles apply:

**3.4.1** For Years 1-3 on the General, Mental Health and Intellectual Disability Nursing Programmes, if a student fails to achieve competence in one or two of their CADs (regardless of duration), the student will be required to repeat those CADs in their entirety prior to the **Autumn Examination Board**.

**3.4.2** For the Integrated Children's and General Programme the following applies:

- If a year 1 or a year 2 student fails to achieve competence in one or two of their CADs (regardless of duration), the student will be required to repeat those CADs in their entirety prior to the **Autumn Examination Board**.
- If a year 3 student fails to achieve competence in one or two of their CADs (depending on duration), the student will be required to repeat those CADs in their entirety prior to the **Autumn Examination Board**.
- If a year 4 student fails to achieve competence in one or two of their CADs (dependent on duration), the student will be required to repeat those CADs prior to the **next relevant Examination Board**

**3.4.3** In Years 1-3 of the General, Mental Health and Intellectual Disability Nursing Programmes and Years 1-4 of the Children's and General Integrated Programmes the following applies:

- For a 3-week or less CAD, students will be provided with a maximum of 3 weeks clinical placement time to complete the CAD(s).
- For a 4-week or more CAD, students will be provided with a maximum of 4 weeks to complete the CAD(s).

**3.4.4** If a student fails to achieve competence in more than two CADs (regardless of duration) the student will be provided with a supplemental opportunity in the next Semester (subject to clinical capacity) to repeat the failed CADs in their entirety. Please note that in this case, the student cannot progress to the next academic year of the programme until successful achievement of their outstanding clinical practice module at an Exam Board.

**3.4.5** For Year 4 of the General, Mental Health and Intellectual Disability Nursing Programmes, if a student fails to achieve competence in their CADs (regardless of duration) at the Autumn Examination Board, the student will be offered

an opportunity to repeat those CADs in their entirety prior to the **next relevant Examination Board**.

**3.4.6** For Year 5 of the Integrated Children's and General Programme, if a student fails to achieve competence in their CADs (regardless of duration) at the Spring Examination Board, the student will be offered an opportunity to repeat those CADs in their entirety prior to the **next relevant Examination Board**.

**3.4.7** In Years 4 of the General, Mental Health, Intellectual Disability Nursing Programme and year 5 of the Children's and General Integrated Programme the following applies:

- For a 3-week or less CAD(s) students will be provided with a maximum of 3 weeks clinical placement time to complete the CAD.
- For a 4-week or more CAD (including the dissemination level CAD), students will be provided with a maximum of 4 weeks to complete the CAD(s).

**3.5.** For Years 1-3 of the General, Mental Health, Intellectual Disability Nursing and Integrated Children's and General Programmes, if a **Fail Judgement** is returned for a **Clinical Practice Module** at the **Autumn Examination Board**, the student will be required to repeat the failed CAD(s) in a repeat year, as prescribed by the School of Nursing and Midwifery.

**3.6.** For Year 4 of the General, Mental Health, Intellectual Disability Nursing and Integrated Children's and General Programmes, if a **Fail Judgement** is returned for a **Clinical Practice Module** at the **Winter Examination Board or next relevant Examination Board**, the student will be required to repeat the failed CAD(s) in a repeat year, as prescribed by the School of Nursing and Midwifery.

**3.7.** For Year 5 of the Integrated Children's and General Programmes, if a **Fail Judgement** is returned for a **Clinical Practice Module** at the **Summer Examination Board or next relevant Examination Board**, the student will be required to repeat the failed CAD(s) in a repeat year, as prescribed by the School of Nursing and Midwifery.

**3.6.** If a student has achieved their CAD(s) but has been absent from clinical placement and as a result has a deficit in the allocated clinical time, the student will be facilitated to repay this time as arranged by the SoNM & HSP Allocation Personnel within the constraints of the current course structure and prior to the next **relevant Examination Board**. **Please note:** NMBI COVID-19 leave can be applied in this case if applicable

***Principles which apply to students being provided with supplemental time or repeating time***

1. Supplemental or repeat clinical time relating to the achievement of competencies is surplus to minimum NMBI requirements.
2. Facilitation of supplemental or repeat clinical weeks/time is subject to clinical capacity of the parent Health Service Provider (i.e., availability of a clinical placement with the respective HSP). UCC and the Health Service Provider will make every effort to ensure the availability of clinical placement.
3. When being provided with supplemental opportunity or repeating the clinical placement module, students will be placed where possible, in the original failed placement category (i.e., medical/surgical/specialist).
4. Students repaying 'time only' will be placed when possible, in the original placement category (i.e. medical/surgical/specialist).
5. All specified requirements are as prescribed within NMBI (2016) Requirements & Standards for Nurse/Midwifery Registration Education Programmes and/or response to the oversight committee - Department of Health from the NMBI Education, Training and Standards Committee Dated 18<sup>th</sup> February 2021 [NMBI - Standards and Requirements for Nurse Registration Programmes](#)
6. Submission of required timesheet as per guidelines.
7. Sickness reporting during supplemental/repeat time is as per usual HSP/UCC procedures and a medical certificate

submitted to allocations office UCC is required to record certified leave.

8. **No additional time** outside the prescribed supplemental opportunity or repeat clinical time will be permitted.
9. **Only in mitigating circumstances** (e.g., certified leave) will a student be given any further opportunity to make up the outstanding placement time [UCC Mitigation Guidelines](#)
10. If a student is absent for one academic year while still carrying a failed clinical judgement the student will be offered an additional week of placement time in order to familiarise and re-orientate themselves to the clinical learning environment prior to formally commencing their scheduled repeat clinical placement. To avail of this opportunity the student must contact the allocations office SoNM UCC/Senior Programme Administrator to confirm their intention to take up this opportunity at least 8 weeks in advance of their return to the programme.
11. It is the student's responsibility to link with the appropriate Practice Module Lead to ensure their Mandatory Skills for year/discipline of programme and other discipline specific skills are up to date. However, where these are not available, students will need to source such training updates externally, at their own expense. Please find policy document here: [SoNM Mandatory and Essential Skills Policy](#). If mandatory skills remain incomplete, then the student will not be permitted to attend clinical practice placement. Completing missed time due to incompleteness of any of the above will have to be negotiated with the Allocations Office in the SoNM.
12. *Repeat Year:* Any individual year can be repeated only once, however, a maximum of two failed years may be repeated during a student's programme of studies (see *Two Year Rule* below). **A student can only repeat their clinical module once in a repeat year.** Results of the repeat year clinical practice module (Part B) will be presented to the next appropriate Examination Board. If a Fail judgement for a clinical placement module (Part B) is returned in a repeat year, this is the final opportunity for the student to repeat and the student must exit the programme.

**Please Note:** Given that a student can only repeat their clinical module once in a repeat year, students will be offered a maximum of 3 opportunities to complete their Clinical Practice Module: **1<sup>st</sup> opportunity; 2<sup>nd</sup> opportunity** (supplemental); **3rd opportunity** (repeat year). If the student fails the clinical practice module on the 3rd attempt, the student **will be required to exit the nursing registration programme.**

*Two Year Rule:* Students of Nursing/Midwifery must pass/progress within two academic years of first registration for each year of the programme, otherwise they cannot continue in the programme. Thus, students must complete their studies ordinarily within six years of registering for the First Year of the BSc (Hons) Nursing/Midwifery Degree programme or 6.5 years of registering for the First Year of the BSc (Hons) Childrens and General Nursing Integrated programme.

13. *Appeal process of examination results:* Any student may request an appeal of their results within 2 weeks of the posting of their examination results available through the student portal. Details of procedures for appeal of examinations are available from: [Details of Procedures for Appeal of Examinations](#)
  
14. *Mitigation:* Any student with extenuating circumstances interfering with their commitment to their course can make an application to the Mitigation Committee. Confidentiality is assured unless permission is given to discuss the issue with other relevant personnel. Where possible, individual difficulties or extenuating circumstances are taken into consideration. [Details of Mitigation Process](#)

*Note:* For further details for repeating a clinical module please refer to the following:

- [UCC Book of Modules](#)
- [Marks and Standards](#)