

SCHOOL OF NURSING AND MIDWIFERY, UCC AND PARTICIPATING HEALTH SERVICE PROVIDERS

PRACTICE PLACEMENT AGREEMENT 2022/23

Version 16/06/22

Valid until end of September 2023 unless otherwise indicated

INTRODUCTION

As a **Nursing or Midwifery** student you are studying to obtain a University Degree that will allow you to register with the Nursing and Midwifery Board of Ireland (NMBI) and upon registration, to work as a Registered Nurse or Registered Midwife. Part of being a nurse or midwife is the ability to demonstrate professionalism. Regardless of their position, an effective nurse or midwife is someone who exhibits caring, compassion, empathy, and commitment whilst up-holding the values of accountability, respect, and integrity and the willingness to continuously deliver the highest-quality care to patients/clients/women and babies. To help students, we have listed out key areas that provide evidence of the student demonstrating professionalism in their role.

During your study you will gain practice experiences in various health care settings, interacting with individuals, members of staff and other health care professionals. It is therefore essential that you agree with the conditions set out below to ensure that you can learn effectively and become a competent nurse or midwife. These conditions are based upon NMBI's *Programmes Standards and Requirements* and *Code of Professional Conduct and Ethics for Registered Nurses and Registered Midwives* (2021) <https://www.nmbi.ie/NMBI/media/NMBI/Code-of-Professional-Conduct-and-Ethics.pdf?ext=.pdf>, University College Cork's (UCC) Student Policies <http://www.ucc.ie/en/study/undergrad/orientation/policies/>, and the School of Nursing and Midwifery's Student Policies <http://www.ucc.ie/en/nursingmidwifery/students/bscnursemid/>. Failure to comply with the conditions set out in this agreement, which you will be asked to sign, may result in you not being allowed to continue in your BSc Nursing or BSc Midwifery programme.

Student Name: _____ **Student ID Number:** _____

I AGREE THAT:

1. I will listen to individuals and respect their views, treat individuals politely and considerately, and respect their privacy, dignity, and their right to refuse to take part in teaching.
2. I will act according to NMBI's *Code of Professional Conduct and Ethics for Registered Nurses and Registered Midwives* (2021).
3. My views about a person's lifestyle, culture, beliefs, race, colour, gender, sexuality, age, social status, disability or perceived economic worth will not prejudice my interaction with individuals, members of staff, or fellow students.
4. I will respect and uphold an individual's trust in me.
5. I will always make clear to individuals that I am a nursing or midwifery student and not a registered nurse or registered midwife.
6. I will maintain appropriate standards of dress, cleanliness and appearance.

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7. I will wear a health service provider identity badge with my name clearly identified.
8. I will familiarise myself and comply with the Health Service Provider's values, policies and procedures.
9. I have read and understood the guidelines as set out in the current Clinical Practice Placement Guidelines <http://www.ucc.ie/en/nursingmidwifery/students/bscnursemid/>.
10. I understand and accept to be bound by the principle of confidentiality of individuals' records and data. I will therefore take all necessary precautions to ensure that any personal data concerning individuals, which I have learned by virtue of my position as a nursing student or a midwifery student, will be kept confidential. I confirm that I will not discuss individuals with any other party outside the clinical setting, except anonymously. When recording data or discussing care outside the clinical setting, I will ensure that individuals cannot be identified by others. I will respect all Health Service Providers' and individuals' records. I understand that patient/client /women's records must never be left where an unauthorised person can access them. I also understand that at the end of a clinical placement shift, any notes that I record containing patient/client/women's details, medical and/or details of patients/clients, women and babies, staff, or other confidential HSP information (e.g. handover notes) must be either shredded on site or placed in a HSP confidentiality bin for shredding at a later date. Professional or personal issues around confidentiality should be addressed with the Preceptor/CPC/CDC/Link Lecturer. I understand that in preparing for clinical practice placement I am required to complete the **Fundamentals of GDPR Learning Module** on HSEland <https://www.hseland.ie/dash/Account/Login>
11. I am aware that the School of Nursing and Midwifery, UCC shares information (student number, name, address, email, phone contact details, age, occupational health clearance, (yes/no), year of programme, vaccination status (yes/no), garda vetting clearance (yes/no), completion of mandatory skills (yes/no), next of kin contact details with my allocated placement area(s) (i.e. Allocation Liaison Officers and Clinical Placement Coordinators) via the ARC system for the sole purpose of clinical placement organisation and planning as part of the BSc Nursing/BSc Midwifery Placement.
12. I have read and understand the BSc Programme's Grievance and Disciplinary Procedures <http://www.ucc.ie/en/nursingmidwifery/students/bscnursemid/>
13. I understand that, if I have (or if I develop) an impairment or condition, **it is my responsibility** to seek advice regarding the possibility that it may impact on my ability to learn, to perform safely in the clinical environment, or affect my personal welfare or the welfare of others. An appropriate person to seek advice from in the clinical setting may be an Allocations Liaison Officer, Clinical Placement Coordinator, Staff Nurse or Staff Midwife. I understand **it is also my responsibility** to declare the impairment or condition on the relevant health disclosure form which can be found at the following link: <https://www.ucc.ie/en/academicgov/aago-policies/fitnesstopractise/>
I accept that only through disclosure of this impairment/condition can an appropriate plan of support to reach required clinical learning outcomes/competencies be explored. In addition, in the event that a preceptor or other health care professional observes or is made aware by the student of an impairment or condition, it is their responsibility to seek advice regarding the possibility that the impairment or condition may impact on your ability to learn, to perform safely in the clinical environment, or affect your personal welfare or welfare of others. After seeking advice, the appropriate support and action/reasonable accommodations will be provided and taken. Following a discussion with the host health service provider, I also understand, that is my responsibility to provide consent for my host health care provider to disclose my impairment or condition to external clinical sites where I may be placed so that the appropriate support, assessment and reasonable accommodations can be undertaken and implemented.

14. I understand that if I have any criminal conviction(s) during the programme that I will declare same on the relevant Fitness to Practice disclosure form that can be located at the following link:
<https://www.ucc.ie/en/academicgov/aago-policies/fitnesstopractise/>
15. If I am returning from a period of illness/hospitalisation/surgery, it is expected that I report this to the Allocation Liaison Officer (attached to my Health Service Provider), as I may be required to attend the occupational health department prior to accessing my clinical placement.
16. I understand and accept that any dispute between parties in relation to this Agreement, outside of UCC's and NMBI's relevant regulations, may be referred to the BSc Nursing and Midwifery Joint Disciplinary Committee for a decision.
17. I confirm that I shall endeavour to recognise my own limitations and shall seek help/support when my level of experience is inadequate to handle a situation (whether on my own or with others), or when I or other individuals perceive that my level of experience may be inadequate to handle a situation.
18. I shall conduct myself in a professional and responsible manner in all my actions and communications (verbal, written and electronic including text, e-mail or social communication media).
19. I will attend all scheduled teaching sessions and all scheduled clinical placements, as I understand these are requirements for satisfactory programme completion. If I am unable to attend any theoretical or Mandatory/Essential Skills element (including online requirement) of the programme, I will notify the Attendance Monitoring Executive Assistant in G.03 (prior to scheduled date) and provide a written explanation for the Module Leader as soon as possible and in accordance with the current Mandatory and Essential Skills Policy (<http://www.ucc.ie/en/nursingmidwifery/students/bscnursemid/>). I will also inform the relevant HSP Allocation Liaison Officer (ALO) prior to the commencement date of my clinical placement. If I am then unable to attend my scheduled clinical placement due to the above reasons, I will act according to Local HSP Guidelines and the Practice Placement Agreement, and will inform the relevant personnel in a timely manner e.g. Clinical Placement Coordinator (CPC), Clinical Nurse Manager (CNM), Clinical Midwifery Manager(CMM) as soon as possible.
20. I understand that students are **not permitted** to arrange/book holidays during clinical placement blocks.
21. I understand and accept that travelling to placements will be expected throughout the duration of my programme. Typically travel will be within the Munster region. This is to ensure that the programme I have registered for meets the required clinical instruction, set out by the NMBI (Nursing and Midwifery Board of Ireland).
22. I understand that when engaging in **social media** and **social networking** that I must act professionally at all times, and keep posts positive in addition to patient or person free. I will respect patient/client's /woman's/family's privacy and confidentiality. I understand that I must protect my professionalism and reputation. I will keep my personal and professional life separate. I will check my privacy settings and respect the privacy of others. I will consider the implications of what I am posting. I will avoid posting in haste or anger. I will not respond to other posts in haste. Please read NMBI's Guidance document in relation to social media and social networking: [Guidance to Nurses and Midwives on Social Media and Social Networking](#)
23. I understand that if I have a conscientious objection based on religious or moral beliefs, which is relevant to my professional practice, I will share this with an appropriate person in the clinical setting.

Even if I have a conscientious objection, I will provide care to a patient in an emergency where there is a risk to the patient's life (The Code of Professional Conduct and Ethics for Registered Nurses and Registered Midwives 2021 p.14, Principle 2, Standard 7).

24. I know that I have a personal responsibility to protect myself, my patients/clients/women and babies and the general public from the potential of Covid-19 virus transmission. I will ensure that:

- I am aware of COVID-19 symptoms or other related pandemic symptoms. Please see: <https://www2.hse.ie/coronavirus/>
- I understand that if I have symptoms of COVID-19 or acute infections such as symptoms of viral respiratory tract infection or gastroenteritis, that I will undertake not to present myself to clinical placement or to the University.
- I will ensure that I keep myself up to date with and adhere to current **National Public Health Advice regarding COVID-19**.
- I will undertake the Infection Prevention and Control training recommended by the School of Nursing and Midwifery and the HSE.
- I will ensure that I abide by the rule of 'bare below the elbows/bare above the wrist' while on clinical placement.
- I will comply with Infection Prevention and Control directions given by HSE and other Clinical staff when I am in clinical areas.
- I undertake to cooperate with requirements for management of outbreaks or other incidents of infection including providing samples for testing where required.
- I will commit to declaring that I am free of key symptoms of COVID-19 each day before I present myself to clinical placement by completing the **UCC Covid Tracker and Day Pass App**. I understand that if I do not receive a day pass, I do not attend scheduled clinical placement. I will inform the HSP ALO/CPC of absence as per local HSP guidelines.

Students can move from a placement in one institution to a placement in another without an interval of time as part of their programme. Thus, I undertake to:

- Adhere to recommended Infection Prevention and Control Practice at all times when interacting with all individuals during clinical placement.
- Complete the **UCC Covid Tracker and Day Pass App** and not present to the new placement area if a day pass has not been issued.
- Complete the **UCC Covid Tracker and Day Pass App** in cases when I am reassigned from one institution/service to another on completion of the placement in one institution/service. (For example, if I am moving from one hospital to a community unit or from a primary care service to a hospital).
- Similarly, I understand that if I work in a healthcare setting during the same period as attending clinical placements, I should complete this **UCC Covid Tracker and Day Pass App** on an ongoing basis.

I understand that vaccinations are part of occupational health requirements for nursing and midwifery undergraduate programmes (e.g. Hepatitis B). I understand that completion of the recommended vaccination programme is a **pre-requirement** for access to clinical placements. As clinical placements are a critical component of nursing and midwifery undergraduate programmes and are regulated by requirements set down by the Nursing and Midwifery Board of Ireland, failure to complete the recommended vaccination programme can delay progression through the programme and can

potentially prevent completion of a nursing or midwifery educational undergraduate programme with UCC.

I understand that **sharing of information regarding vaccination status** will be a **pre-requirement** for access to clinical placements.

For students who are unable to receive the required vaccination programme **due to a medical contraindication**, they are advised to make contact with the Head of School Professor Josephine Hegarty, who will in turn refer the student for assessment by the University's designated Occupational Health Provider.

Additional declarations for students who are not vaccinated against respiratory viruses (SARS-CoV-2 (Covid19 and/or Influenza)

Please tick answer if relevant to you:

I have not completed the vaccination programme for respiratory viruses (SARS-CoV-2 (Covid19 and/or Influenza) as recommended by the HSE, thus I am agreeing to the following additional actions as part of this practice placement agreement:

- I have read and considered the information pertaining to vaccination presented in Appendix 1
- In line with enabling risk management strategies to be implemented I will disclose my vaccination status to the Nurse/Midwife in Charge & Clinical Placement Coordinator (CPC) in each ward/unit I am allocated to
- I am aware of my daily responsibilities in terms of self-monitoring for evidence of Covid19 infection and the need to complete UCCs Covid-19 symptom tracker App to obtain a daily pass prior to clinical placement.
- I have chosen not to be vaccinated against key respiratory viruses (SARS-CoV-2 and Influenza) in accordance with current public health guidance I will, to the greatest degree practical, limit contact with patients in high-risk areas in particular haematology and oncology in-patient areas, haemodialysis services, intensive care units including neonatal intensive care units¹
- I have chosen not to be vaccinated against key respiratory viruses (SARS-CoV-2 and Influenza) in accordance with current public health guidance I will not engage in unsupervised learning activity that places high-risk patients /clients at risk of infection related to the students vaccination choice
- I understand even with all of the measures put in place to lower the risk to unvaccinated students attending on clinical placement, the risk to the student of contracting Covid19 is not eliminated
- I am aware of the evidence on transmission of COVID19 for those without vaccination; the evidence supports the increased risk of morbidity, mortality and hospitalisation
- I am aware that as national guidance, legislation, or local situations change that clinical placement availability may be affected for unvaccinated students
- I confirm that I have been offered vaccination and that I understand that vaccination remains available to me if I change my mind or if my circumstances change.
- I confirm that I have read and understand the risks and my responsibilities in relation to undertaking my clinical placement whilst not having completed a Covid19 vaccination programme.

¹ Please note this list can vary and any updates will be notified to students as soon as is practicable.

By my signature hereunder I confirm that I have read and understood all the above conditions and that I agree to comply with ALL of these conditions for the duration of the BSc Programme.

Student Signature: _____ **Date:** ____/____/____

Signed on behalf of the Health Service Provider:

Health Service Provider: _____

Please print name

Director of Nursing/Midwifery/Nominee/Title: _____

Please print name

Signature: _____ **Date:** ____/____/____

Signed on behalf of University College Cork:

Head, School of Nursing and Midwifery/Nominee/Title: _____

Please print name

Signature: _____ **Date:** ____/____/____

Appendix 1 Information relating to Covid19 Vaccinations

As nursing and midwifery students at the School of Nursing and Midwifery, University College Cork, vaccinations are advocated not only in the interest of the individual student, but also as a protection to health service users and workers, some of whom may have medical vulnerabilities. Getting vaccinated helps to protect people around students, particularly people at increased risk for severe illness from certain viruses.

Access to educational opportunities in some healthcare settings may not be granted to healthcare students if they are not fully vaccinated against COVID-19 including booster dose(s) where indicated, except where COVID-19 vaccination is contra-indicated for them. The very limited conditions or circumstances where vaccination against COVID-19 is contra-indicated are listed in the immunisation guidelines for Ireland². In many instances it may not be possible for the Higher Educational Institutions to provide alternative training/educational opportunities to replace this access. As placements are a critical component of nursing and midwifery programmes and are regulated by the Nursing and Midwifery Board of Ireland (NMBI) programme requirements, this in turn may delay progression through and potential completion of a nursing or midwifery educational programme at UCC. The number of weeks and placement categories are predetermined by NMBI for registration purposes. As many of the placement categories are deemed “High risk areas”- this in turn may mean that UCC will be unable to provide access to such placement areas during a nursing or midwifery programme for unvaccinated students. Furthermore, from a practical perspective if outbreaks should occur on wards/units the student will need to be reallocated thus interrupting preceptorship linkage, assessment and necessitating reorientation to new environments. In the incidence where an unvaccinated student is reallocated placement area due to an increased COVID risk to student or patients, completion of assessments and associated documentation and the reorganisation of a placement allocation may not be achieved in the allocated time frame of the placement.

According to the Health Service Executive:

- “Frontline Healthcare Workers (HCWs) have a higher exposure to COVID-19 virus due to the nature of their work”.
- “During outbreaks of vaccine preventable disease, for which there is a safe and effective vaccine, institutions have a responsibility to provide and promote immunisation to staff to protect them from infection and disease. Healthcare institutions have a further responsibility to limit patient/service user exposure and the exposure of other staff to risk of infection from individuals who are not immunised”.
- “European Centre for Disease Prevention and Control have stated that ‘COVID-19 vaccines licensed in the EU/EEA have been shown during clinical trials to be highly effective in providing protection against symptomatic and severe COVID-19. Evidence from real-life usage of COVID-19 vaccines has confirmed these clinical trial findings and showed high vaccine effectiveness against PCR-confirmed SARS-CoV-2 infection.”
- “All Category A positions (includes student nurses and midwives) must be assessed according to the level of risk of exposure to COVID-19 in the context of work location and client group”

² <https://www.hse.ie/eng/health/immunisation/hcpinfo/guidelines/covid19.pdf>

Thus, UCC's School of Nursing and Midwifery in line with Government policy encourages and supports nursing and midwifery students to get the Covid19 vaccine. Full details of the HSEs COVID19 vaccination programme can be found at: <https://www2.hse.ie/screening-and-vaccinations/covid-19-vaccine/>