



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

# **Policy for Repeating Clinical Module**

**Note Applicable only for:**

*The Requirements and Standards for Nurse Registration Education Programmes (2005a) and Midwife Registration Education Programme (An Bord Altranais 2005b)*

***Agreed by:***

Clinical Practice Committee, 29.06.11

Steering Group, 01.07.11

***Updated:*** 30.07.15

*Operational From:* July 2015

## **Policy for Repeating Clinical Module with Participating Health Service Providers**

### **Background**

The Requirements and Standards for Nurse Registration Education Programmes (2005a) and Midwifery Registration Education Programme (An Bord Altranais 2005b) specify competencies for entry to the register in line with EU Directives on Nurse/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), formerly An Bord Altranais, and Health Service Providers.

### **Clinical Instruction**

For clinical practice modules, students must submit their Clinical Practice Booklet (CPB) at the agreed submission date(s), (as per assessment grid on the School of Nursing and Midwifery website).

Pass and progression criteria for each year of the BSc Nursing and BSc Midwifery programmes are outlined within the clinical practice module descriptor.

Confirmed completion of mandatory scheduled clinical placement hours is required in order to successfully pass practice modules for each year of the programme (see Practice Placement Guidelines and module descriptors).

For students who are repeating their Clinical Practice Module and unable to submit their booklet by the agreed submission date, an extension request form must be submitted 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 Clinical Practice Booklet (CPB) not being processed in time for the relevant examination board.

If a student is repeating clinical time, due to certified leave, they should submit their CPB as soon as this time is completed to G.03, School of Nursing and Midwifery, Brookfield Health Sciences Complex. If a student has any queries in this regard, please contact the Clinical Practice Module Leader.

The clinical practice module is assessed, (as outlined within the clinical module descriptor), when the CPBs are examined and when evidence of completion of scheduled time (timesheet) is received by the allocations office, School of Nursing and Midwifery, UCC.

## **Non-Clinical Exit Routes**

Students who fail a clinical practice module at the supplemental examination for a particular year will be offered a further attempt to pass the clinical practice module in a repeat year. Results of a Repeat Year clinical practice module will be presented to the next appropriate Examination Board (the timing of the relevant Examination Board is dependent on the year of study in question). If a Fail judgement for a clinical placement module is returned, the student may avail of the opportunity to take and pass the Health Studies/ Health Studies (Women's Health) module at the appropriate credit level for the year in question for the next Supplemental Examination Board to be eligible for the awards of Diploma in Health Studies, BSc Health Studies or BSc (Hons) Health Studies, as appropriate.

### **Procedure for repeating clinical time after receiving a Fail Judgement at an Examination Board**

*Note: If a student is absent for more than one academic year while still carrying a failed clinical judgement, then the School of Nursing and Midwifery will require that the clinical practice module is repeated during a repeat year (that is if the two-year rule is waived for the student).*

*Note: Decisions regarding individual students' time requirements are made by Programme Leaders, Clinical Practice Module Leaders in consultation with Allocation Officers and appropriate Clinical staff (Clinical Practice Co-ordinator, Allocations Liaison Officer, Link Lecturer). Documentation of such requirements are made in writing by the Programme Leader to students and copied to the Allocation Liaison Officer and Allocations Office, UCC.*

## Policy for Repeating Clinical Module for a Supplemental Examination

### 1. Repeating Clinical Time/Module for Year 1 of the BSc Nursing/BSc Midwifery Programme (see Tables)

1.1 If a **Fail Judgement** is returned for a **Clinical Practice Module** at the **Summer Examination Board**, the student will be given a further opportunity to repeat outstanding Clinical Learning Outcome (CLOs), (Performance Criteria for Midwifery students, PCs) prior to Autumn Examination Board. A maximum of 1 week per level of CLOs/PCs will be allocated.

1.2. 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 elements of the clinical practice module in a repeat year, as prescribed by the School of Nursing and Midwifery.

1.3. In the repeat year, a **maximum scheduled time of 1 week per level of Clinical Learning Outcome (CLO)/Performance Criteria (PC)** is offered. Students will be able to avail of a maximum repeat placement time of **5 weeks for all disciplines**, prior to the Summer Examination Board of the repeat year, as prescribed by the School of Nursing and Midwifery. The student must complete the required number of CLO's/PCs to **pass** the Failed Elements of the clinical practice module. **This repeat clinical time will be the student's final opportunity to pass and progress for that year.**

### Example Tables

#### BSc Nursing Programme (General/Intellectual Disability/Mental Health)

*Year 1 – 1 week per level (exposure level/participation level)*

<i>Repeat Year for Outstanding CLOs</i>	<i>Repeat Time based on calculating 1 week per level</i>	<i>Total number of weeks</i>
<i>Year 1 Clinical Learning Outcomes (CLO) x 1 at exposure level and participation level <u>PLUS</u> 2 at participation level only remaining</i>	<i>CLO Levels remaining = Exposure x 1 (1 week) Participation x 3 (3 weeks)  4 Levels = 4 weeks</i>	<i>4 weeks</i>

## **BSc Integrated Children's and General Nursing Programme**

*Year 1 – 1 week per level (exposure level/participation level)*

<i>Repeat year</i>	<i>Number of weeks to repeat based by calculation</i>	<i>Total number of weeks</i>
<i>Year 1 Clinical Learning Outcomes (CLO) x 1 at exposure and participation <u>PLUS</u> 2 at participation only remaining</i>	<i>CLO Levels remaining = Exposure x 1(1 week) Participation x 3 (3 weeks)  4 Levels= 4 weeks</i>	<i>4 weeks</i>

## **BSc Midwifery Programme**

*Year 1– 1 week per level (exposure level/participation level)*

<i>Repeat year. Performance criteria outstanding</i>	<i>Number of weeks to repeat based by calculation</i>	<i>Total number of weeks</i>
<i>Year 1 Performance Criteria (PC) x 1 at exposure and participation <u>PLUS</u> 2 at participation only remaining</i>	<i>PC Levels remaining = Exposure x 1(1 week) Participation x 3 (3 weeks)  4 Levels = 4 weeks</i>	<i>4 weeks</i>

## **2. Repeating Clinical Time for Year 2 of the BSc Nursing/BSc Midwifery Programme (see tables)**

2.1 Results for Year 2 clinical placement are presented to an Autumn Examination Board only (i.e. there is no supplemental board). Therefore, students who do not successfully complete Year 2 clinical placement will be required to repeat the module in a repeat year. (Students with certified leave will be offered an opportunity to make up time prior to the Autumn Examination Board).

2.2 A **maximum scheduled time of 1 week per level of CLO, PC** is offered. A maximum time of 8 weeks can be facilitated prior to the Autumn Examination Board.

2.3 If a **Fail** judgement is returned at the **Autumn Examination Board** for a **Clinical Practice Module** the student will be required to repeat the failed elements of the clinical practice module in a repeat year, as prescribed by the School of Nursing and Midwifery.

2.4 For the repeat year, the student must complete the required number of CLO's/PCs to **Pass** the **Failed Elements** of the clinical practice module. A **maximum scheduled time of 1 week per level of CLO/ PC** is offered. A maximum of 20 weeks for General/Mental Health/Intellectual Disability/Midwifery students, and a maximum of 17 weeks for Integrated Children's and General students, will be facilitated prior to the Summer Examination Board in the repeat year. **This will be the student's final opportunity to pass and progress for that year.**

Students passing the First University Examination in Nursing/Midwifery at the Summer and/or Autumn Examination Board but who fail the Second Year clinical practice module may exit the BSc Nursing/Midwifery programme with the award of Diploma in Health Studies (Nursing students) or the Diploma in Health Studies (Women's Health) (Midwifery students) (Level 6). This will be subject to gaining a pass in a 10-credit Health Studies module, NU2074 for Nursing students or NU2084 for Midwifery students.

### Example Tables

#### BSc Nursing Programme

*Year 2 – 1 week per level (exposure level/participation level)*

<i>Repeat Year for Outstanding CLOs</i>	<i>Repeat Time based on calculating 1 week per level</i>	<i>Total number of weeks</i>
<i>Year 2 CLOs x 3 at exposure and participation PLUS 2 at participation only remaining</i>	<i>CLO Levels remaining = Exposure x 3 (3 weeks) Participation x 5 (5 weeks)  8 Levels = 8 weeks</i>	<i>8 weeks</i>

#### BSc Integrated Children's and General Programme

*Year 2 – 1 week per level (exposure level/participation level)*

<i>Repeat year</i>	<i>Number of weeks to repeat based by calculation</i>	<i>Total number of weeks</i>
<i>Year 2 CLOs x 3 at exposure and participation PLUS 2 at participation only remaining</i>	<i>CLO Levels remaining = Exposure x 3 (3 weeks) Participation x 5 (5 weeks)  8 Levels = 8 weeks</i>	<i>8 weeks</i>

## **BSc Midwifery Programme**

*Year 2 – 1 week per level (exposure level/participation level)*

<b><i>Repeat year. Performance criteria outstanding</i></b>	<b><i>Number of weeks to repeat based by calculation</i></b>	<b><i>Total number of weeks</i></b>
<b><i>Year 2 PCs x 3 at exposure and participation PLUS 2 at participation only remaining</i></b>	<b><i>PC Levels remaining = Exposure x 3 (3 weeks) Participation x 5 (5 weeks)  8 Levels = 8 weeks</i></b>	<b><i>8 weeks</i></b>

### **3. Repeating Clinical Time/Module for Year 3 of the BSc Nursing/BSc Midwifery Programme**

3.1 If a student receives a **Fail** judgement at the **Summer Examination Board** for a **Clinical Practice Module**, the student will be required to repeat the failed elements of the clinical practice module prior to the **Autumn Examination Board**.

3.2 A **maximum scheduled time of 2 weeks per Competency level** is offered. A **maximum of 12 weeks** will be facilitated prior to the **Autumn Examination Board**.

3.3. If a **Failed Judgement** is returned at the Autumn Examination Board, the student will be required to repeat the failed elements of the clinical practice module in a repeat year as per previous guidelines. A **maximum scheduled time of 2 weeks per Competency level** is offered. A **maximum of 14 weeks** (for General/Mental Health/Intellectual Disability/Midwifery students) and a **maximum of 17 weeks** for Integrated Children's and General students will be facilitated prior to the **Summer Examination Board**.

3.4. The student must complete the required number of competencies to **Pass** the **Failed Elements** of the clinical practice module prior to Summer Examination Board of the repeat year. **This will be the student's final opportunity to pass and progress.**

Students passing the First and Second University Examinations in Nursing/Midwifery at the Summer and/or Autumn Examination Board but who fail the third-year clinical practice module, may exit the BSc Nursing/Midwifery programme with the award of the BSc Health Studies (Nursing students) or the BSc Health Studies (Women's Health) (Midwifery students) (Level 7). This will be subject to gaining a pass in a 10-credit Health Studies module, NU3046 for nursing students or NU3084 for Midwifery students.

## Example Tables

### BSc Nursing Programme

*Year 3 – 2 weeks per level (identification level/internalisation level)*

<i>Repeat year for outstanding Competencies</i>	<i>Repeat Time based on calculating 2 weeks per level</i>	<i>Total number of weeks</i>
<i>Year 3 Competencies x 1 at identification level and internalisation level PLUS x 2 at internalisation level only remaining</i>	<i>Comp Levels remaining = Identification x 1 level (2 weeks) Internalisation x 3 levels (6 weeks)  4 Levels = 8 weeks</i>	<i>8 weeks</i>

### BSc Integrated Children's and General Programme

*Year 3 – 1 week per level (exposure level/participation level)*

<i>Repeat year</i>	<i>Number of weeks to repeat based by calculation</i>	<i>Total number of weeks</i>
<i>Year 2 and Year 3 CLOs x 3 at exposure and participation PLUS 2 at participation only remaining</i>	<i>CLO Levels remaining = Exposure x 3 (3 weeks) Participation x 5 (5 weeks)  8 Levels = 8 weeks</i>	<i>8 weeks</i>

### BSc Midwifery Programme

*Year 3 – 2 weeks per level (identification level/internalisation level)*

<i>Repeat year. Performance criteria outstanding</i>	<i>Number of weeks to repeat based by calculation</i>	<i>Total number of weeks</i>
<i>Year 3 Competencies x 1 at identification and internalisation PLUS x 2 at internalisation only remaining</i>	<i>Competencies Levels remaining = Identification x 1 (2 weeks) Internalisation x 3 (6 weeks)  4 Levels = 8 weeks</i>	<i>8 weeks</i>



#### **4. Repeating Clinical Time/Module for Year 4 of the BSc Nursing/BSc Midwifery Programme**

4.1 If a **Fail** judgement is returned at the **Autumn Examination Board (late September/October)** (first Examination Board for clinical placement results) for a **Clinical Practice Module**, the student will be required to repeat the failed elements of the clinical practice module prior to the Supplemental Examination Board (November).

4.2 The student will be given further opportunity to achieve the outstanding competencies, as prescribed by the School of Nursing and Midwifery. A **maximum scheduled time of 2 weeks per Competency level** is offered. A **maximum of 6 weeks** will be facilitated **prior to the supplemental Examination Board** (November).

4.3 If a **Fail** judgement is returned at the **Supplemental Examination Board**, the student will be required to repeat the failed elements of the clinical practice module in a repeat year. A **maximum scheduled time of 2 weeks per Competency level** will be facilitated, and on completion, results will be presented to the next available examination board (Spring/Summer). The maximum repeat time allowable in year 4 is **30 weeks** for General/Mental Health/Intellectual Disability/Integrated Children's and Midwifery students. **This will be the student's final opportunity to pass and progress for that year.** The student must complete the required number of competencies to **pass** the Failed Elements of the clinical practice module prior to the **Summer Examination Board** of the repeat year.

Students passing the First, Second and Third University Examinations in Nursing/Midwifery at the Summer and/or Autumn Examination Board but who fail the Fourth Year clinical practice module may exit the BSc Nursing/BSc Midwifery programme with the award of the BSc (Hons) Health Studies (Nursing students) or the BSc (Hons) Health Studies (Women's Health) (Midwifery students) (Level 8). This will be subject to gaining a pass in a 20-credit Health Studies module, NU4045 (BSc General, Intellectual Disability, Mental Health), or a 20-credit Health Studies (Women's Health) module, NU4050, or a 10-credit Health Studies module, NU4093, for BSc Integrated Children's and General students.

## Example Tables

### BSc Nursing Programme

*Years 4 – 2 weeks per level (identification level/internalisation level)*

<b><i>Repeat year for outstanding Competencies</i></b>	<b><i>Repeat Time based on calculating 2 weeks per level</i></b>	<b><i>Total number of weeks</i></b>
<b><i>Year 4</i></b> <i>Competencies x 3 at identification and internalisation</i> <i>PLUS</i> <i>x 2 at internalisation only remaining</i>	<i>Comp Levels remaining =</i> <i>Identification x 3 ( 6 weeks)</i> <i>Internalisation x 5 (10 weeks)</i>  <i>8 Levels = 16 weeks</i>	<i>16 weeks</i>

### BSc Integrated Children's and General Programme

*Years 4 – 2 weeks per level (identification level/internalisation level)*

<b><i>Repeat year</i></b>	<b><i>Number of weeks to repeat based by calculation</i></b>	<b><i>Total number of weeks</i></b>
<b><i>Year 4</i></b> <i>Competencies x 1 at identification</i> <i>PLUS x 2 at internalisation only remaining</i>	<i>Comp Levels remaining =</i> <i>Identification x 1 (2 weeks)</i>  <i>Internalisation x 2(4 weeks)</i>  <i>3 Levels = 6 weeks</i>	<i>6 weeks</i>

### BSc Midwifery Programme

*Years 4 – 2 weeks per level (identification level/internalisation level)*

<b><i>Repeat year. Performance criteria outstanding</i></b>	<b><i>Number of weeks to repeat based by calculation</i></b>	<b><i>Total number of weeks</i></b>
<b><i>Year 4</i></b> <i>Competencies x 3 at identification and internalisation</i> <i>PLUS x 2 at internalisation only remaining</i>	<b><i>Comp Levels remaining =</i></b> <b><i>Identification x 3 (6 weeks)</i></b> <b><i>Internalisation x 5 (10 weeks)</i></b>  <i>8 Levels = 16 weeks</i>	<i>16 weeks</i>

**5. Repeating Clinical Time/Module for Year 5 of the BSc Nursing Programme (Integrated Children’s and General) ONLY**

5.1 If a **Fail** judgement is returned at the **Spring Examination Board (February)** (1st Examination Board) for the **Clinical Practice Module**, the student will be required to repeat the failed elements of the clinical practice module prior to the Supplemental Examination Board (April/June).

5.2 The student will be given further opportunity to achieve the outstanding competencies, as prescribed by the School of Nursing and Midwifery. A **maximum scheduled time of 2 weeks per Competency level** is offered. A **maximum of 6 weeks** will be facilitated prior to the April supplemental Examination Board, or a **maximum of 12 weeks** will be facilitated prior to the June supplemental Examination Board, depending on outstanding Competencies

5.3 If a **Fail** judgement is returned at the **Supplemental Examination Board**, the student will be required to repeat the failed elements of the clinical practice module in a repeat year. A **maximum scheduled time of 2 weeks per Competency level** is offered. A **maximum of 20 weeks** will be offered in a repeat year and, on completion, results will be presented to the next available examination board. **This will be the student’s final opportunity to pass the programme.** The student must complete the required number of clinical competencies to **pass** the Failed Elements of the clinical practice module.in the repeat year.

Students who pass the First, Second, Third and Fourth University Examinations in Nursing at the Summer and/or Autumn Examination Board but who fail the fifth year clinical practice module in the repeat year will be offered the opportunity to exit the BSc Nursing programme with the award of the BSc (Hons) Health Studies (Level 8). This will be subject to gaining a pass in a 10-credit Health Studies module, NU5078.

**Example Table**

**BSc Integrated Children’s and General Programme**

*Years 5 – 2 weeks per level (identification level/internalisation level)*

<i>Repeat year</i>	<i>Number of weeks to repeat based by calculation</i>	<i>Total number of weeks</i>
<i>Year 5 Competencies x 3 at identification PLUS x 2 at internalisation only remaining</i>	<i>Competencies Levels remaining = Identification x 3 (6 weeks) Internalisation x 2 (4 weeks)  5 Levels =10 weeks</i>	<i>10 weeks</i>

### *Principles which apply to students repeating Clinical Modules*

1. All repeated clinical time is surplus to minimum NMBI requirements.
2. Facilitation to 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).
3. All specified requirements are as prescribed within An Bord Altranais (2005) Requirements & Standards for Nurse/Midwifery Registration Education Programmes (Third Editions).
4. Submission of yellow timesheets required as per usual procedures.
5. Sickness reporting during repeat time as per usual procedures and medical certificate required to record certified leave.
6. Specialist clinical areas may be considered for repeat time in years 1, 2 and 3 but not in repeat internship time (Years 4/5).
7. A Practice Placement Agreement to be signed prior to repeating time in Year 2 and repeating internship time, Year 4 and/Year 5
8. Additional time outside the prescribed repeat clinical time will not be allocated.
9. The time allowed for repeat clinical placements in a repeat year is based upon the number of CLOs/Performance Criteria/Competencies the student is obliged to attain during the repeat clinical time to meet the pass and progression requirements (see tables below).
10. No extensions of clinical modules permitted
11. Students may leave the clinical placement when time and module learning deficits are successfully completed, subject to agreement by the Practice Module Leader.
12. Students given repeat placement time to achieve Clinical Learning Outcomes/Performance Criteria/Competencies have a placement organised between Academic Staff, Allocations Office, UCC and the Allocation Liaison Officer in their respective parent site (e.g. COPE, BSH, CUH, CUMH etc). Repeat time is only scheduled when there is a clinical learning shortfall and, as such, the student must attend the placement as arranged. **Only in exceptional circumstances** (e.g. certified leave) will a student be given any further opportunity to make up the outstanding placement time.

13. It is the student's responsibility to link with the appropriate Practice Module Leader to ensure their Mandatory Skills for year/discipline of programme (e.g. Moving and Handling, Basic Life Support for healthcare providers, hand hygiene, waste segregation, blood and body fluid exposure) and other discipline specific skills are up to date. Training updates will be provided, where feasible, within UCC. However, where these are not available, students will need to source such training updates externally, at their own expense.
14. Students who miss all or part of their repeat placement time to achieve CLOs/PCs/Competencies must attend a meeting with the Director of Undergraduate Practice Education, Programme Leader and Nurse Practice Development Co-ordinator. This meeting is arranged by the Programme Leader (once informed by the ALO or student). No further clinical time will be organised until after such a meeting has taken place. (Only in exceptional circumstances e.g. certified leave, that a student may be offered another opportunity to repeat clinical placement time).
15. ***Year 4 and Year 5 Students please note:*** Students (normally) in their internship year work a 39-hour week (x 36 weeks and x 22 weeks (Year 5 Integrated Children's and General)) and are paid by their respective Health Service Providers. In a repeat year (internship), students are required to work a 39-hour week (Monday-Friday) in Year 4/5 but will not be paid for this clinical time. Repeat clinical time will be facilitated at the earliest opportunity. Students will not be required to repeat PREP in a repeat year. Annual leave (unpaid) will be granted proportional to repeat time in clinical placement. Should repeat students (internship) wish to work alongside their preceptor for more efficient achievement of outstanding Competencies then days of attendance in clinical placements can be reviewed on a case by case basis by the ALO and Practice Module Leader in order to facilitate this request.
16. ***Additional Clinical Time for Students on Prolonged Leave from Clinical Placement:*** Students who are away from clinical practice for one calendar year or more may be facilitated to complete additional clinical time within a core clinical placement area. The objective of this additional clinical time is for students to familiarise themselves with the clinical learning environment and associated practices and procedures. While this procedure is not compulsory, it is strongly recommended. This would normally be **one week** for students who have been away from clinical practice for one calendar year or more.
17. ***Note:*** For full details for repeating **all** modules, please refer to the Book of Modules and Marks and Standards.
18. ***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).

19. *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. 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. Thus, students must complete their studies ordinarily within six years of registering for the First Year of the BSc (Hons) Nursing/Midwifery Degree programme.
20. *Appeal process of examination results:* Any student may request an appeal of their results within 3 weeks of the posting of their examination results. Details of procedures for appeal of examinations are available from :  
<http://www.ucc.ie/en/CurrentStudents/Examinations/>
21. *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.  
<http://www.ucc.ie/en/media/support/recordsandexaminations/documents/MitigationApplicationFormGCR.pdf>

#### **Web Links:**

Book of Modules: <http://www.ucc.ie/modules/>

Marks and Standards:

<http://www.ucc.ie/admin/registrar/marksandstandards/2015COMH.pdf>

School of Nursing and Midwifery Student Policies:

- Disciplinary Policy:  
<http://www.ucc.ie/en/media/academic/nursing/SoNMDisciplinaryPolicyversion22AF020615.pdf>
- Grievance Policy:  
<http://www.ucc.ie/en/media/academic/nursing/SoNMGrievancePolicyversion22AF020615.pdf>
- Mandatory Skills
- Practice Placement Guidelines
- Repeating Clinical Time
- Signature Recording Guidelines
- Supportive Learning Plan

University College Cork Student Policies: <http://www.ucc.ie/en/students/policies//>