



<b>Applicant Name:</b>	<b>Student Number:</b>
<b>Faculty Reference Form by:</b>	

Please Note:

- Completed during CPE 5 (NURS 475) and Nursing Practice VIII: Transitions (NURS 491) 12 weeks between January and April
- One application per student from **one of the four** areas below
- Submit application electronically to [nursprac@uvic.ca](mailto:nursprac@uvic.ca) by **4pm, Friday May 31, 2019**; no late/incomplete applications accepted
- Submit \$100 administrative fee to SON office before due date: cash, cheque or money order (payable to University of Victoria)
- Faculty committee reviews all applications and forwards successful applications to the practice coordinator for review--UVic SON and Practice Partner must both agreed to accept the applicant
- Application is not a guarantee of a practicum request being accepted; all practice and academic courses prior to the start of the January to April term must be in good standing
- If unsuccessful, students will be assigned from remaining available Island Health requests

<input type="checkbox"/> Emergency Department Partnership: BCIT & various health authorities	<input type="checkbox"/> Operating Room Partnership: Island Health	<input type="checkbox"/> Neonatal Intensive Care Partnership: Island Health	<input type="checkbox"/> Off-site (outside South IH) Partnerships: nursing sites in Canada
<b>Pre- Practicum Applicant Responsibilities</b>		<b>During/Post-Practicum Student Responsibilities</b>	
<input type="checkbox"/> Information Session		<input type="checkbox"/> Plan schedule with instructor and preceptor	
<input type="checkbox"/> Faculty Reference Form		<input type="checkbox"/> Regular connections with instructor and preceptor	
<input type="checkbox"/> Application submitted by email in Word with title: (ED/OR/Offsite/NICU) Application plus initials		<input type="checkbox"/> Keep emergency contacts, immunizations and other safety information handy	
<input type="checkbox"/> \$100 non-refundable fee submitted		<input type="checkbox"/> Brief report to instructor of process insights for future planning	
<b>School of Nursing Faculty Committee Responsibilities</b>		<b>Health Authority</b>	
<input type="checkbox"/> Notify applicant of conditional acceptance by Faculty Committee		<input type="checkbox"/> Student interview with Island Health to confirm fit (ED and OR only)	
<input type="checkbox"/> Successful application forwarded to Health Authority for acceptance (Practicum Coordinator)		<input type="checkbox"/> Assign preceptor(s) at a later date	
<input type="checkbox"/> Unsuccessful applicant referred to BSN Practica Coordinator			

Application cover letter and current résumé (both named and anonymous) submitted to site manager/CNE, **and** a two page letter maximum, to the faculty committee, addressing items below;

1. Reasons for choosing an ED practicum and how this choice fits with your professional career goals;
2. What specific and relevant coursework, knowledge, skills, and attitudes you bring which prepares you for the placement request;
3. Ways you will attend to the learning required and what strategies to support your learning in this specific context;
4. Strategies you will use to meet the standard UVic practicum course requirements and the British Columbia College of Nursing Professionals' (BCCNP) New Graduate Competencies and Standards of Practice; and,
5. A site preference, including health authority and hospital.

