

# Clinical Placement Attendance Policy Year 3 and 4 Sept 2019

## **Clinical Placement Attendance Policy for Students undertaking the B.Sc.(Hons) in General and Psychiatric Nursing in Athlone Institute of Technology**

The following guidelines have been drawn up in accordance with the An Bord Altranais Requirements and Standards for Nurse Registration Education Programmes (third edition) February 2005.

1. Students must undertake no less than 81 weeks<sup>1</sup> (and 2,300 hours) of Clinical Placement over a four year programme
2. Students are required to attend Supernumerary<sup>2</sup> Clinical Placement for 45 weeks, inclusive of 4 hours Protected Learning per week<sup>3</sup> for not greater than 35 hours each week.
3. Students are required to attend Internship<sup>4</sup> Placements for 36 weeks, inclusive of 4 hours Protected Learning per week.
4. Full attendance (100%) on Clinical Placement is desirable in order to optimise student learning and to complete a Clinical Competency Assessment<sup>5</sup> for each stage of the programme
5. In unforeseen circumstances<sup>6</sup>, a minimum of eighty per cent (80%) attendance is acceptable to undertake a complete Clinical Competency Assessment, unless students are undertaking specialist placements, which comprise of two weeks or less in which 100% attendance is required.
6. Where a student's attendance on any placement is less than 80% the student cannot receive a final assessment and must repeat the entire placement.
7. Following the examination board meeting, third year students can repeat a maximum of nine weeks placement during the summer vacation period. This repeat time can be utilised to repeat an insufficiently attended or failed Clinical Placement. Time requirements exceeding nine weeks duration will necessitate students completing Clinical Placement in a separate academic year.

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<sup>1</sup> An Bord Altranais (2005). *Requirements and Standards for Nurse Registration Education Programmes* (3<sup>rd</sup> ed). ABA, Dublin.

<sup>2</sup> Allocation to a clinical placement is driven by educational needs; the student is surplus to the rostered complement of nurses.

<sup>3</sup> Specific periods of protected time are allocated for reflection during supernumerary placements and the final internship clinical placement (Nurse Education Forum 2000)

<sup>4</sup> The final placement in the 4<sup>th</sup> year of the programme which comprises of 36 weeks.

<sup>5</sup> Clinical Competency Assessment is a record which declares that each student meets a standard of learning outcomes in the clinical component of the programme.

<sup>6</sup> Unforeseen circumstances. Includes; accident, illness, compassionate leave, and the attendance at a funeral of an immediate family member (spouse/partner, child, father, step father, father in law, mother, step mother, mother in law, \* brother, sister, aunt, uncle, niece, nephew, brother in law, sister in law, a grandparent. An Bord Altranais (2005) *Requirements and Standards for Nurse Registration Education Programmes* p.g.19

"Interruption: Any leave (other than annual leave and bank holidays) including sick leave, maternity leave, force majeure leave, paternity leave, parenting leave, compassionate leave and special leave."

<sup>6</sup> HSE Managing Attendance Policy and Procedures (2014)

8. A student in Stage 4 of this programme is required to successfully complete the module Clinical Placement VII prior to commencing Clinical Placement VIII (Internship). The Student will be required to repeat this module before progressing to Clinical Placement VIII.
9. The module Clinical Placement VIII consists of 36weeks internship (including annual leave). Internship students must adhere to the HSE Managing Attendance Policy and Procedures (2014)<sup>7</sup> whilst on Clinical Placement VIII.
10. Failure to complete or pass all Competency Assessment Workbooks in this module will result in failure to complete the programme and the student must repeat the entire clinical placement, which the student has not completed or failed in the next academic year. (Internship students need to repeat any failed placement as soon as is practicable after the autumn exam board subject to the clinical placement availability as agreed by the HSE Health Care Partners).
11. A new Clinical Competency Assessment Workbook will be issued to the student when the student returns to placement to fulfil the stipulated attendance.