

Missed Clinical Practice & Laboratory Experience Time

1. Introduction

Professional nursing is committed to the provision of safe, competent, ethical care in accordance with the College of Registered Nurses of BC (CRNBC) Professional Standards (2005) and the Canadian Nurses Association Code of Ethics for Registered Nurses (2002). Educational experiences occur in a variety of practice contexts and are designed to develop nursing competence in a deliberate manner; practice experiences promote nursing competence incrementally on a daily, weekly, and monthly basis.

Nursing practice competence involves knowledge, skill, application, and judgment. Attaining competence in practice requires that students actively engage in all planned practice experiences throughout the program. Clinical and laboratory practice hours are designed to enable students to achieve a basic level of clinical competence, and any missed hours can prevent adequate development and assessment of student competencies (knowledge, skill, attitude, judgment) and jeopardizes successful completion of the clinical or laboratory experience. Students who miss practice or laboratory time risk not completing the course successfully.

Students are accountable for the maintenance of their personal health, and for effective time management that enables them to attend all scheduled practice and laboratory experiences. Time management is a necessary professional skill; punctuality is expected in professional workplaces.

Students are required to attend *all* nursing practice and laboratory experiences.

2. Notification of Clinical Practice or Laboratory Absence

1. Students are expected to be familiar with the procedures for notifying instructors and agencies of expected absence from clinical practice.
2. Students will follow guidelines given by faculty at the start of each term regarding notification of instructors and agencies of any expected absence.
3. All students are expected to notify the instructor and Course/Practice Leader by leaving a telephone or e-mail message before or on the day of the scheduled lab or clinical practice experience.

3. Guidelines for Absence

1. Any absence is viewed as a potentially serious disruption of the educational plan for the attainment and maintenance of nursing competence
2. Students who are absent will:
 - Provide a medical certificate or other supporting evidence for the absence if requested by faculty

- Initiate discussion with faculty involved regarding plans to ensure achievement of their nursing competence to meet expected outcomes, which may involve making up clinical/lab hours within the course.
3. Faculty will document the numbers of days absent on each student's final clinical practice or lab evaluations in each clinical course for each term, and if significant, students will be required to make them up at the end of the program, before graduation (overall program absence will be reviewed before the start of Term 5 and any required make-up time identified).
 4. Consultation between the Clinical Instructor, Course/Practice Leader, the Level Coordinator, and Program Advisor will occur if the student is in danger of not meeting the practice competencies due to absence.
 5. Faculty will work with the student toward the goal of attaining the expected practice competencies for each course. This may require making up practice or lab hours if the Director determines that sufficient resources are available through the School of Nursing. *Students should be aware that if supplemental practice or lab experiences are required and available, there may be a charge at an hourly rate of \$50 for additional faculty time required for individual instruction. Such additional costs will be charged at the discretion of the Director.*
 6. A failing grade will be given when student absence for practice experiences prevents adequate assessment of student competencies (knowledge, skill, application, and judgment), and results in insufficient progress toward achieving the expected competencies.
 7. Students are responsible for completing any necessary make-up clinical or lab experiences.
 8. **A failing grade in clinical practice/laboratory experiences will result in a Fail grade in the course (see Progression and Advancement policy).**
 9. **Students must successfully meet the practice and laboratory competencies for the course in order to write the final examination/assignment.**

Related policies:

Clinical Practice Grading

Progression and Advancement in Undergraduate Programs

Unsatisfactory Clinical Practice

UBC Disability Policy

UBC Review of Assigned Standing Policy

References:

Canadian Nurses Association, (2002). *Code of ethics for registered nurses*. Ottawa, ON: Author.

College of Registered Nurses of British Columbia, (2005). *Professional standards for registered nurses and nurse practitioners*. Vancouver, BC