



Information on Pre-Clearance Process for BScN Program

It is best to start gathering your information early so that you can be cleared in the summer!

- All students must receive a clearance prior to starting their clinical course.
- If this is your first time going through the clearance process, original documentation, including immunization records and blood work must all be submitted.
- Keep originals in a safe place, as you may be asked to submit these documents throughout your 4 years in the BScN Program.

Part 1: Immunization/Test Records

The following immunizations/tests will be required prior to your clinical placement and proof of completion will be needed at your pre-clearance appointment. Specific immunization details are listed below.

1. **Measles, Mumps Rubella (MMR)** vaccination: must provide documentation of receipt of 2 doses of vaccine or serology report.
 - Only the following will be accepted as proof of measles/mumps immunity:
 - Documented evidence of immunity with 2 doses of live measles/mumps vaccine
 - OR**
 - Laboratory evidence of immunity: Titre (measles) and Titre (mumps)
 - Rubella Immunity: The person can be considered immune to Rubella if they have one of the following:
 - Laboratory evidence of Rubella immunity - Titre (rubella)
 - OR**
 - Documented evidence of immunization with live rubella vaccine.
2. **Tuberculosis (TB)** test: two-step TB Mantoux skin test **or** chest x-ray (within 2 years) in case of positive TB skin test. If medical circumstances exclude you from having a TB skin test or x-ray, a healthcare provider must provide written evidence indicating that you are not a TB risk. A **2-step baseline is required** in the first year, with a 1-step each year thereafter.
3. **Varicella (chicken pox)**: must provide proof of 2 doses of vaccine or serology report.
4. **Diphtheria/Tetanus (TD)**: vaccination up to date (recent within 10 years)
5. **Pertussis**: must provide proof of 1 single dose of vaccine.
6. **Hepatitis B**: Lab evidence of immunity is required.
7. Annual **influenza** vaccination (i.e., flu shot): is not mandatory for entry to clinical placement; however, the Faculty of Nursing **strongly encourages** all nursing students to protect themselves with annual influenza immunizations. Several clinical placement agencies mandate this immunization. Non-immunized students may be denied access to the clinical placement agency, thus jeopardizing successful completion of their clinical course. The flu shot is offered free of charge at various locations each fall.
8. **COVID-19**: must provide proof of 2 doses of vaccine authorized by Health Canada with the 2nd dose of the COVID-19 vaccine at least 14 days ago.

Note: The bloodwork for MMR, Varicella and Hepatitis B needs to be within 5 years.



Part 2: Non-Medical Requirements

You will need proof of completion of the following requirements to submit to the clearance agency:

1. **Standard First Aid** (only required upon entry into 1st year of BScN Program)
2. **Canadian Cardiopulmonary Resuscitation (CPR): Basic Life Support** is also required before you start the program. Acceptable levels of CPR include: “**BLS Provider**” (preferred) OR **CPR /AED Level C**”.

Recertification of CPR is required every year from a certified instructor. **Note:** As per the Heart and Stroke guidelines, you must re-certify annually even if your card has an expiry date that is longer than one year.

PLEASE NOTE: An ALL-inclusive on-line CPR course is **NOT ACCEPTABLE**. A combined CPR course where the theory portion is completed on-line and the physical training is completed in-person, is **ACCEPTABLE**.

3. Respiratory Mask Fit Testing (completed every two years)

As mandated by the Canadian Standards Association, the Faculty of Nursing requires proof of mask fit testing for specific N95 respirators every two years – i.e. in Years 1 and 3. After you are tested, you will receive a mask fit test card, which you are required to keep. **Please ensure that the agency performing the mask fit test uses respirator sizes that are used in South Western Ontario Hospitals. See the list of sizes below. The 3M 1870+ is the preferred mask size for all the hospitals.**

Institution	3M 1860s	3M 1860	3M 1870+	3M 8210	L-188
Windsor Regional Hospital	X		X	X	X
Hotel Dieu Grace Healthcare	X	X	X	X	
Erie Shores Healthcare		X	X	X	
Chatham Kent Health Alliance	X	X	X		
Bluewater Health	X	X	X	X	

The hospitals are doing their best to retain the mask sizes listed above. However, if at the start of your clinical they do not stock your current mask size, you may be asked to redo your mask fit test.

- Contact a community agency in your area to be fitted for one of the mask sizes listed above. There will be a cost associated with your mask fit testing.

4. Vulnerable Sector (or extended) Police Clearance. (This is for students who are 18 years of age or older). Please note: If you are 17 years old, you will have to wait until you turn 18 to obtain a Vulnerable Sector check and you will be cleared with exception.

- The nursing program involves working with vulnerable populations. A **vulnerable sector police check** (or extended) must be obtained prior to starting your first clinical placement and annually thereafter. Some agencies require updated police clearances to be obtained every six months. The original police clearance must be taken to your pre-clearance appointment.
- Police clearance request forms are available on our website at <https://www.uwindsor.ca/nursing/338/annual-police-record-check-requirements-clinical-placements>
A “positive” police check will not be cleared by the clearance agency. Please contact the placement coordinator of your program.



- Please start this process as soon as possible as background screens can be lengthy.

5. Proof of Crisis Intervention (SMG) Training Certificate - required annually

All students entering the clinical setting are required to complete the on-line Crisis Intervention Training Program.

If you are completing the training for the first time, you are required to complete the full version "Initial Crisis Intervention Training Program". If you have completed the full version previously, you are required to complete the "Crisis Intervention Refresher".

To register for this course and to complete the requirements, click on the following link to create your account (please note that you are required to pay for the course by either PayPal or credit card at the time of registration): <http://windsoruniversity-safemanagement.talentlms.com/index>
Students must upload proof of completion of this SMG Training (certificate) to the clearance agency and have it ready to show your clinical instructor on your clinical orientation day.

6. Additional Forms

The following three forms are found on the University of Windsor, Nursing website at <http://www.uwindsor.ca/nursing/376/medicalnon-medical-forms-pre-clearance> You must upload the completed forms to the clearance agency site:

- Student WSIB Declaration Waiver
- Attestation of Notification of Change in Criminal Record Status
- Student Verification of Health Status
- **NP students are required to show proof of CNO registration.**

- A. When you have completed all your requirements, please sign into Synergy Gateway "Verified" Inc. and upload all your documents. Once you have ALL your documents uploaded then you can schedule an appointment. You do not have to attend this appointment. This appointment is a scheduled time when a nurse will review all your documentation. Once your documents have been reviewed then you will receive an email as to whether you've been cleared or not.

NOTE: If you have made an appointment and you do not have all the required documents, please CANCEL and reschedule to avoid additional fees.

Price List:

Initial Clearance Review: \$ 50.50 +TAX

Missed Review: \$ 50.50 +TAX

Follow-up Review: \$ 10.00 +TAX

For questions regarding the clearance process, please email nurse@uwindsor.ca

Note: All students are required to cover all costs to obtain their CLEARANCE.