



### Information on Bayshore Pre-Clearance Process for BScN Program

- All students must attend a Bayshore Clinic as the final step in the process for their Bayshore pre-clearance prior to starting their clinical course.
- Original documentation, including immunization records and blood work if required must be brought to **each** appointment, as Bayshore does not have access to previous records.
- Keep originals in a safe place, as these documents will be required on a yearly basis.

#### **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 in case of positive TB skin test. If medical circumstances exclude you from having a TB skin test or chest 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. Polio:** must provide proof of 3 doses of vaccine.
- 7. Hepatitis B:** proof of vaccination series **and** lab evidence of immunity required
- 8. 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.

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

#### **Part 2: Non-Medical Requirements**

You will need to take proof of completion of the following requirements to your Bayshore preclearance appointment:



1. **Standard First Aid** (only required upon entry into 1<sup>st</sup> year of BScN Program)
2. **Canadian Cardiopulmonary Resuscitation (CPR): *Basic Life Support*** is also required before you start the program. The cards will have “**BLS Provider**” on them. Some companies provide only Level C certification; however, this is not acceptable unless it is both Level C **and** HCP certification together. HCP certification alone (without Level C) **or** CPR/AED Level C are also acceptable.

**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 - specifically N95 DTC3Z (D 8150), 8210, 1860s, L188 and 1870+ (NOTE: The L188 and the 1870+ masks are only available at WRH). If you are not placed at WRH, please contact the clinical team ([srotond@uwindsor.ca](mailto:srotond@uwindsor.ca)). 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.**

- Several health care providers offer mask fit testing for a fee.

### 4. Vulnerable Sector (or extended) Police Clearance. (This is for students who are 18 years of age or older) **If you are 17 years old, please skip to requirement #5.**

- 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 Bayshore. Please contact the placement coordinator of your program.
- **Please start this process as soon as possible as background screens can be lengthy.**

### 5. Police Clearance (This is for students who are 17 years of age or younger)

- The nursing program involves working with vulnerable populations. A **criminal record police check** must be obtained prior to starting your first clinical placement. A **vulnerable sector police check** will be required 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 Bayshore. Please contact the placement coordinator of your program.



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

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

All students entering the clinical setting are required to complete an on-line Crisis Intervention Training Program every year. 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 bring proof of completion of this SMG Training (certificate) to their Bayshore appointment and have it ready to show your clinical instructor on your clinical orientation day.

#### 7. 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 bring the completed forms to your Bayshore appointment:

- Student WSIB Declaration Waiver
  - Attestation of Notification of Change in Criminal Record Status
  - Student Verification of Health Status
- A. When you have completed all requirements, please contact Bayshore to schedule an appointment via email [uwindsorclearance@bayshore.ca](mailto:uwindsorclearance@bayshore.ca). **Please note: Walk-in appointments are not permitted.**
- B. In your email to Bayshore, please include the following information:
- Your first and last name, contact phone number, year of the program you are in
  - Your top 3 preferred appointment dates and times
  - Which of the 3 Bayshore office locations (see locations below) you would like to go to for your appointment.
- C. Bring **ALL** of the above information to your appointment.

**Bayshore Windsor**  
3200 Deziel Drive,  
Suite #214, Building 200  
Windsor, ON N8W 5K8

**Bayshore Sarnia**  
49 Finch Dr., Unit 8  
Sarnia, ON N7S 5C6

**Bayshore Chatham**  
857 Grand Ave. W., Suite 206  
Chatham, ON N7L 4T1

#### Price List:

- Clearance appointment **\$40.00 - cash payments only** will be due at the time of appointment.
- Missed or cancelled appointment **\$20.00** - cancelling with less than 24 hours or don't show up
- Follow-up appointment **\$15.00** -if your information is incomplete
- Late booking fee **\$20.00**- if you email to make an appointment after the clearance deadline

For questions regarding the clearance process, please email [uwindsorclearance@bayshore.ca](mailto:uwindsorclearance@bayshore.ca)

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