

Student Handbook

Dr Peter Thomas

Ms Magda Heaslip

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STUDENT HANDBOOK

Welcome to the School of Nursing, Midwifery & Indigenous Health.

The School is within the Faculty of Health and Behavioural Sciences, along with the Schools of Psychology and Health Sciences.

The Dean of the Faculty is Professor Patrick Crookes.

The Associate Head of the School of Nursing, Midwifery & Indigenous Health is Angela Brown.

To gain an understanding of the School's policies and procedures access:

School of Nursing, Midwifery & Indigenous Health World Wide Web:

<http://www.uow.edu.au/health/nursing/index.html>

Bachelor of Nursing Degree

To qualify for the Bachelor of Nursing Degree, candidates must accrue not less than 144 credit points; all subjects are prescribed, ie. there is no choice of subjects. The Bachelor of Nursing degree is offered as full-time study only. It is offered in Autumn and Spring Sessions. There are no Summer Session subjects.

BACHELOR OF NURSING

Subjects in 2009

Year	Autumn Session	Spring Session
1	NMIH101 Effective Communication in Health Care Relationships (6 credit points)	NMIH105 Primary Health Care Nursing (6 credit points)
	NMIH102 Patterns of Knowing in Nursing (6 credit points)	NMIH106 Essentials of Care A (6 credit points)
	NMIH103 Art and Science of Nursing A (6 credit points)	NMIH107 Essentials of Care B * (6 credit points)
	NMIH104 Art and Science of Nursing B * (6 credit points)	POP 103 Introduction to Health Behaviour Change (6 credit points)
	TOTAL	48 credit points
2	NMIH201 Principles of Episodic Care (6 credit points)	NMIH205 Cultural Competence in Health Care Practice (6 credit points)
	NMIH202 Developing Nursing Practice 1 * (6 credit points)	NMIH206 Therapeutics in Nursing (6 credit points)
	NMIH203 Family Centred Nursing * (6 credit points)	NMIH207 Developing Nursing Practice 2 * (6 credit points)
	NMIH204 Reflection and Practice (6 credit points)	NMIH208 Mental Health Nursing 1 * (6 credit points)
	TOTAL	48 credit points
3	NURS362 Continuing, Rehabilitative and Palliative Care Nursing * (6 credit points)	NURS322 Developmental Disability Nursing * (6 credit points)
	NURS363 Therapeutic Use of Self (6 credit points)	NURS328 Management in Nursing (6 credit points)
	NURS364 Research Appreciation and Application (6 credit points)	NURS366 Community Health Nursing (6 credit points)
	NURS365 Mental Health Nursing 2 * (6 credit points)	NURS367 Medical/Surgical Nursing 4 * (6 credit points)
	TOTAL	48 credit points

* Subjects with a clinical practicum component

*(ENs with Advanced Certificate or Certificate IV from TAFE are exempt from NMIH103 and NMIH104
 (ENs with Advanced Certificate or Certificate IV from TAFE who have also satisfactorily completed the Shellharbour TAFE Bridging Course are exempt from all Year 1 subjects)*

BACHELOR OF NURSING (CONVERSION)

The School of Nursing, Midwifery & Indigenous Health offers the following courses to **Registered Nurses**:

- Conversion to Bachelor of Nursing for Certificated Registered Nurses;
- Conversion to Bachelor of Nursing for Registered Nurses who hold a Diploma of Nursing or Equivalent;
- Bachelor of Nursing (Honours).

Conversion Course to Bachelor of Nursing for Hospital Trained Nurses in 2009

Course Requirements for the course for certificated Registered Nurses leading to award of the degree of Bachelor of Nursing.

Candidates must be Registered Nurses to enrol in this course.

The School of Nursing, Midwifery & Indigenous Health offers opportunities for registered nurses to convert from certificate to a Bachelor of Nursing. The number of candidates admitted to the course will be limited and the Head of the School of Nursing, Midwifery & Indigenous Health of Nursing must approve applicants.

Registered nurses with certificate(s) are required to satisfactorily complete subjects with value of at least 72 credit points, selected from this part of the Nursing Schedule, and of which:

1. at least 12 credit points will be for 100 level subjects, and must include NNMIH101;
2. at least 12 credit points will be for 200 level subjects; and
3. at least 12 credit points will be for 300 level subjects, and must include NURS331.

Advanced standing of up to 24 credit points may be approved for candidates with post-certificate qualifications and experience, but each candidate must satisfy each of the requirements 1, 2 and 3 prescribed above.

The following are recommended subjects for certificated Registered Nurses enrolled in the Bachelor of Nursing (Conversion) unless they have been granted specified credit.

<i>Number</i>	<i>Subject</i>	<i>Credit Points</i>	<i>Session Offered 2009</i>
NMIH101	Effective Communication in Health Care	6	Autumn
NMIH102	Patterns of Knowing in Nursing	6	Autumn
NMIH105	Primary Health Care Nursing	6	Spring
POP 103	Introduction to Health Behaviour Change	6	Spring
NMIH204	Reflection and Practice	6	Autumn
NMIH205	Cultural Competence in Health Care Practice	6	Spring
NMIH206	Nursing Therapeutics	6	Spring
NMIH309	Special Topic	6	Autumn
NURS325	Community Development Nursing	6	Spring
NURS328	Management in Nursing	6	Spring
NURS331	Research for Registered Nurses	6	Autumn
NURS363	Therapeutic Use of Self	6	Autumn

Students may also choose a limited number of credit points from the General Schedule at the discretion of the Head of School.

Conversion Course to Bachelor of Nursing for Registered Nurses Who Hold a Diploma of Nursing in 2009

Course requirements for Registered Nurses who hold a Diploma of Nursing, or equivalent, leading to award of the degree of Bachelor of Nursing.

Candidates must hold a Diploma of Nursing to enrol in this course.

The School of Nursing, Midwifery & Indigenous Health of Nursing offers opportunities for registered nurses to convert from a Diploma of Nursing to a Bachelor of Nursing. The number of candidates admitted to the course will be limited and the Head of the School of Nursing, Midwifery & Indigenous Health of Nursing must approve applicants.

Registered nurses with a Diploma of Nursing are required to satisfactorily complete subjects with value of at least 24 credit points, selected from this part of the Nursing Schedule, and of which:

1. at least 12 credit points will be for 300 level subjects, and must include NURS331.

<i>Number</i>	<i>Subject</i>	<i>Credit Points</i>	<i>Session Offered 2009</i>
POP 103	Introduction to Health Behaviour Change	6	Spring
NMIH204	Reflection and Practice	6	Autumn
NMIH205	Cultural Competence in Health Care Practice	6	Spring
NMIH206	Therapeutics in Nursing	6	Spring
NMIH309	Special Topic	6	Autumn
NURS325	Community Development Nursing	6	Spring
NURS328	Management in Nursing	6	Spring
NURS363	Therapeutic Use of Self	6	Autumn
NURS331	Research for Registered Nurses	6	Autumn

AWARD OF THE DEGREE OF BACHELOR OF NURSING (HONOURS)

There is an increasing need for graduates to develop more advanced and extensive knowledge in the discipline than can be attained in a pass degree. This need can be achieved by qualified candidates, who have attained a level of scholarship at credit level or above in 300-level Nursing subjects, undertaking advanced coursework and research.

Application forms for the Bachelor of Nursing (Honours) courses for the following year become available in Spring Session of Year 3 of the undergraduate course.

The award provides exceptional nursing candidates with the opportunity to extend their knowledge and skills and also provides an alternative academic study pathway to the existing specialist graduate courses in nursing on offer in the University of Wollongong. This course is of either one-year full-time or 2 years part-time duration.

The South Eastern Sydney and Illawarra Area Health Service usually offers a limited number of 0.5 registered nurse positions for either 12 or 24 months exclusively for students undertaking the fulltime or part-time Bachelor of Nursing (Honours) course.

<i>Number</i>	<i>Subject</i>	<i>Credit Points</i>
NURS401	Nursing Honours	48

SCHOOL STAFF

Name	Location	Phone Number
Ms Angela Brown (Associate Head of School)	41.118	4221-3123
Mr Roy Brown	41.215	4221-3227
Mr Stephen Burrows	Bega	0417-028488
Mrs Kay Crookes	41.214	4221-3569
Professor Patrick Crookes (Dean of Division H&BS and Head of School)	41.237	4221.3174
Associate Professor Janette Curtis	41.219	4221-5056
Ms Tracey Duguid	41.112	4221-5557
Mr Terry Froggatt	41.111	4221-3766
Ms Magda Heaslip	41.113	4221-4193
Ms Rebekah Jarvis	41.122	4221-3338
Ms Joanne Joyce	41.210	4221-3468
Mr David Kampers	41.114	4221-3453
Mr Ray Leung	41.122	4221-5542
Ms Moyra Lewis	41.108	4221-4307
Ms Susan Liersch	41.114	4221-3470
Ms Faye McMillan	41.120	4221-3467
Ms Leeanne McQueeney	41.211	4221-3120
Ms Rebekkah Middleton	41.218	4221-3724
Part-Time Tutors	41.224	4221-5970
Ms Suzanne Punton Butler	41.217 / Bega/ Shoalhaven	4221-3469 / 6494-7962 / 4429-1550 / 0408-415480
Ms Lea Rowles	41.122	5542
Shoalhaven Campus Admin	Shoalhaven	4429-1552
Dr Allison Shorten	41.220	4221-3964
Ms Jenny Sim	Shoalhaven / 41.119	4429-1551 / 4221-3337
Dr Peter Thomas	41.216	4221-3229
Mrs Heather Todd	41.115	4221-3339
Dr Margaret Wallace	41.212	4221-3228
Associate Professor Victoria Traynor	41.209	4221-3471
Ms Natalie Wall (On leave Autumn Session)	41.213	4221-3576
Ms Yvonne White	41.119 / Shoalhaven	4221-3337 / 4429-1553
Dr Moira Williamson	41.221	4221-3381
Sharon Wilson	22 Labs	4221-5541

* Subject to change

SNMIH COORDINATION ROLES

	Coordinator
Division of Health & Behavioural Sciences Dean and Head of School	Patrick Crookes
Associate Head of School	Angela Brown
Research Student Coordinator	Allison Shorten
Bachelor of Nursing Program Coordinator	Roy Brown
School Admissions Officer / Postgraduate Coordinator	Peter Thomas
Director of Clinical Learning	Moyra Lewis
Director, Mental Health Nursing / HBS Faculty International Advisor	Janette Curtis
Manager, Education Development – South Coast Campuses	Suzanne Punton Butler
Indigenous Health Postgraduate Coordinator	Faye McMillan
Indigenous Health Undergraduate Coordinator	David Kampers
Postgraduate Midwifery Coordinator	Moira Williamson
Simulation Centre Coordinator	Leeanne McQueeney
Year 1 Coordinator	Yvonne White
Year 2 Coordinator	Peter Thomas (Autumn Session) Natalie Wall (Spring Session)
Year 3 Coordinator	Terry Froggatt
NMIH101 Effective Communication in Health Care	Joanne Joyce
NMIH102 Patterns of Knowing in Nursing	Margaret Wallace
NMIH103 Art and Science of Nursing A	Roy Brown / Jenny Sim
NMIH104 Art and Science of Nursing B	Leeanne McQueeney
NMIH105 Primary Health Care Nursing	Yvonne White
NMIH106 Essentials of Care A	Jenny Sim
NURS107 Essentials of Care B	Leeanne McQueeney
POP 103 Introduction to Health Behaviour Change	Laura Buccini (Health Sciences)
NMIH201 Principles of Episodic Care	Jenny Sim
NMIH202 Developing Nursing Practice 1	Rebekkah Middleton
NMIH203 Family Centred Nursing	Allison Shorten
NMIH204 Reflection and Practice	Kay Crookes
NMIH205 Cultural Competence in Health Care Practice	Moira Williamson
NMIH206 Therapeutics in Nursing	Peter Thomas
NMIH207 Developing Nursing Practice 2	Natalie Wall
NMIH208 Mental Health Nursing 1	Susan Liersch
NURS362 Continuing, Rehabilitative and Palliative Care Nurs	Yvonne White
NURS363 Therapeutic Care of Self	Susan Liersch
NURS364 Research Appreciation and Application	Moira Williamson
NURS365 Mental Health Nursing 2	Terry Froggatt
NURS322 Developmental Disability Nursing	Terry Froggatt
NURS366 Community Health Nursing	Yvonne White
NURS367 Medical/Surgical Nursing	TBA
NURS328 Management in Nursing	Terry Froggatt
NURS401 Nursing Honours	Allison Shorten

* Subject to change

SUPPORT STAFF

Name	Position	Location	Phone Number
Tracey Duguid	Manager	41.112	4221-5557
Magda Heaslip	Administrative Assistant	41.113	4221-4193
Rebekah Jarvis	Administrative Assistant Clinical Office	41.122	4221-3338
Ray Leung	Administrative Assistant Clinical Office	41.122	4221-5542
Lea Rowles	Administrative Assistant	41.122	4221-5542
Heather Todd	Administrative Assistant Head & Associate Head of School	41.115	4221-3339
Sharon Wilson	Technical Officer	22.G21A	4221-5541

LIBRARY

Most Nursing reference materials (ground floor), textbooks (first floor) and journals (second floor) are catalogued as 610. However, some books are to be found in other sections eg. 362 Gerontology; 615 Pharmacology, 616 Diagnostic Tests; 576, 616 Microbiology; 612 Anatomy and Physiology; 617, 618 Specialist Nursing; 152 Ethics; 613 Patient Education; 649 Maternal & Child Care; 612 Pathophysiology. For specific information consult the various catalogues.

Bega Campus Library is situated in the Bega Valley Community Library. An overnight system for delivery of books from Wollongong Campus is available.

UNIFORMS

The approved uniform must be worn for all clinical placements, unless advice is given to the contrary. Please refer to the Clinical Assessment Profile for specific details.

CRIMINAL RECORD CHECK AND PROHIBITED EMPLOYMENT DECLARATION

NSW Department of Health policy requires that all nursing students undergo a police criminal record check prior to entry into a health care setting. If you have any concerns about this you need to see the Clinical Coordinator as soon as possible. Students will also be required to sign a Prohibited Employment Declaration (Child Protection Act 1998).

Child Protection Legislation Amendment Act 2002 makes it an offence for anyone to attend a clinical area if they have been convicted of an offence under the Act. All students must complete the Prohibited Person Declaration prior to clinical placement.

IMMUNISATION

Students need to know their immunization status for a number of infectious diseases as determined by the NSW Department of Health prior to going on clinical practicum. Failure to have evidence of adequate protection against these infectious diseases MAY restrict their clinical opportunities and MAY affect their progression through the course.

FIRST AID CERTIFICATE

A current First Aid Certificate is recommended but not compulsory for entry to the Bachelor of Nursing program.

ENROLMENT PROCEDURES

Students must check their notification of enrolment to ensure that it is correct in every detail. Particular attention is drawn to any PROVISIONAL enrolment in a subject. Students MUST determine WHY they are not fully enrolled and take the appropriate action otherwise they MAY find themselves withdrawn by the computer from the subject. Incorrect enrolment can lead to a fail grading. Should you wish to withdraw from any or all subjects, this must be done on the appropriate form available from Student Records. A specific date is set, usually about mid-session, by which enrolments must be finalised. The date is printed in the timetable that is made available to all students on enrolment. Withdrawal after that specified date usually results in a fail grade being recorded.

ASSESSMENT

The assessment and progression regulations are available on the School OnLine eLearning site. All students should access this information. Attention is particularly drawn to the need to pass in clinical nursing subjects in order to progress in the course (NMIH104, 107, 202, 207, 208, NURS322, 362, 365, 367). Grades awarded are HD (High Distinction: 85 % plus), D (Distinction: 75 - 84 %), C (Credit: 65 - 74 %), P (Pass: 50 - 64 %), PC (Pass Conceded: 45 - 49 %), F (Fail: 44 % or less), TF (failed to achieve a minimum performance level as stated in the Subject Outline but gained a mark of 45 or greater). The grade of Pass Conceded indicates borderline performance in that subject. Students may proceed to the next level of the subject. **However, subjects passed at the PC level cannot total more than 24 credit points.**

FURTHER INFORMATION

Consult:

- (i) The University Course Handbook (<http://www.uow.edu.au/handbook/>);
- (ii) School handouts;
- (iii) Undergraduate, conversion, and subject coordinators, as appropriate;
- (iv) Associate Head of School;
- (v) Head of School.