

Policy: Pre-Placement Requirements

PURPOSE:

The purpose of this policy is to inform students and faculty of the Bachelor of Nursing (BN) Programs of the requirements and processes that must be completed prior to student placement in the practice setting.

DEFINITIONS:

N/A

POLICY SCOPE:

This policy applies to all students currently enrolled in the BN Programs.

POLICY STATEMENTS:

1. Pre-placement requirements protect students and patients and ensure compliance with practice partner policies.
2. Placement in practice learning environments relies on consistent, timely communication and documentation of pre-placement requirements.
3. Requirements include immunizations, health screenings (e.g., TB test), BLS-HCP certification, Criminal Record Check, OHS training (e.g., Fire Safety, WHMIS, Mask Fit-testing), and other relevant documentation.
4. Students must remain current on all requirements for the duration of their practice experience and provide documentation to the appropriate office at their educational institution.
5. Pre-placement requirements are subject to change based on the practice setting.
6. Students who do not meet requirements may be denied or removed from the practice setting.

SPECIFICS OF THE POLICY:

1. The Work Integrated Learning Hub will update requirements annually, or as needed in consultation with practice partners and relevant agencies.
2. Incoming students receive requirements via email upon program acceptance; current students are notified of changes through official communication channels.
3. Documentation submission:
 1. Lethbridge Polytechnic students → WIL Office
 2. University of Lethbridge students → Faculty of Health Sciences

4. Nursing students are recommended to complete all immunizations and diagnostic tests per the Student Immunization Worksheet. The WIL office will coordinate with AHS/practice partners regarding any identified blood-borne viral infections.
5. Informed consent is obtained, and information is collected in accordance with the province of Alberta Access to Information Act legislation (Alberta Government, 2025).

APPENDIX:

N/A

RELATED POLICIES/ASSOCIATED GUIDELINES:

BN Program Policy: Attendance Policy
BN Program Policy: Connect Care Training Policy
BN Program Policy: Fitness to Practice Policy

REFERENCES:

- Alberta Health Services. (2025). *08.302 Immunization recommended for health care students and students in other high-risk occupational programs* (Provincial Population & Public Health, Communicable Disease Control). <https://www.albertahealthservices.ca/assets/info/hp/cdc/if-hp-cdc-ip-sm-imm-recomm-hcs-high-risk-occ-prg-appdx-a-08-302.pdf>
- Alberta Health Services. (n.d.). *Student placement prerequisites*. <https://www.albertahealthservices.ca/careers/Page12872.aspx>
- Alberta Government. (2025). Access to information act. <https://open.alberta.ca/publications/a01p4>
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For the most current policy information, always refer to the official NESA BN Program Guidelines and Forms Website: <https://www.ulethbridge.ca/healthsciences/policies>

Approved by/date: NESA Joint Faculty Council; May 11, 2026