

**BRANDON UNIVERSITY
FACULTY OF HEALTH STUDIES**

Subject: Clinical/Lab Accommodations Policy

Date: March 2, 2020

Department: Nursing/Psychiatric Nursing

Revised:

Program: Bachelor of Nursing/
Bachelor of Science in Psychiatric Nursing/Bachelor of Science in Mental Health

Reviewed:

PURPOSE:

Brandon University seeks to prepare graduates who are able to provide safe, compassionate, competent and ethical care consistent with entry-level competencies as defined by the College of Registered Nurses of Manitoba (CRNM) and the College of Registered Psychiatric Nurses of Manitoba (CRPNM). Admission criteria are designed to select academically qualified students with the potential to be successful in their chosen program and ultimately their respective profession. Academic and clinical accommodations must not compromise the well-being and safety of clients and their families, and other members of the health care team.

DEFINITIONS:

Accommodation: Making adjustments or alternative arrangements in the clinical/lab area to enable students with disabilities to equitable opportunities/participation. Accommodations usually involve a revision to the way the student must demonstrate required skills and knowledge. The accommodation must not diminish the academic integrity or standards of the course/program.

Accommodation Team: The Accommodation Team for each respective Department consists of the Student Accessibility Services Coordinator (or designate), the Clinical Education Director and/or the Clinical/Lab Course Faculty, one Instructional Associate and the student. The purpose of the Accommodation Team is to create an individualized plan outlining reasonable accommodation strategies for a student in clinical and lab courses in the BN and BScPN/BScMH programs. The Accommodation Team recommendations will consider the individual student's needs, program requirements and available resources.

Accommodation Plan: The Accommodation Plan is a written plan outlining the nature of the accommodation granted including the dates and details of implementation. The Accommodation Plan may be modified by the Accommodation Team after implementation.

POLICY:

The Faculty of Health Studies recognizes that students with disabilities may require accommodations that provide students with the opportunity to meet program requirements. Prospective students and applicants to the Faculty of Health Studies should familiarize themselves with the requisite skills, abilities and capacities required for the Bachelor of Nursing (BN) or the Bachelor of Science in Psychiatric Nursing (BScPN)/Bachelor of Science in Mental Health (BScMH) programs. Upon application to the respective program, students must be able to demonstrate all requisite skills and abilities with or without accommodations:

<https://www.brandonu.ca/health-studies/files/2020/03/Requisite-Skills-and-Abilities-March-2-2020.pdf>

While the student with a disability must be able to demonstrate requisite clinical skills and abilities independently, there may be circumstances in which an intermediary may be appropriate. However, no disability can be accommodated if the intermediary has to provide cognitive support, substitute for cognitive skills, perform a tactile skill and/or in any way supplement clinical and ethical judgment.

PROCEDURE:

Student Responsibilities

Students are responsible for practicing in a safe, compassionate, competent and ethical manner, part of which is to understand how their own disability requires accommodation in the clinical/lab and classroom setting.

The student is expected to:

- Review the Requisite Skills, Abilities and Capacities document;
- Within a month after receiving their acceptance letter from the Faculty of Health Studies, notify Student Accessibility Services (SAS) of pre-existing disabilities that may affect clinical, lab and/or classroom experience;
- Register with SAS to receive accommodation in clinical/lab courses.
<https://www.brandonu.ca/ama/files/SAS-Academic-Accommodation-Policy.pdf>
Students are encouraged to register with SAS as soon as possible as late registration with SAS may cause a delay in receiving accommodations;
- Notify SAS as soon as possible if they become aware of a disability requiring accommodation during their course of study;
- Be an active and engaged member of the Accommodation Team;
- Be proficient in the use of any devices needed for providing reasonable accommodation prior to entering clinical practice;
- Contact the Clinical Education Director/Course Faculty prior to the commencement of each clinical/lab course to discuss implementation of the Accommodation Plan (if one has been developed);
- Immediately contact SAS, the Clinical Education Director and/or the Course Faculty in the respective clinical course if the Accommodation Plan requires adjustment

Accommodations Team Responsibilities

- An Accommodation team will be developed when a student in the Faculty of Health Studies requests clinical/lab accommodations through SAS. The accommodation team will determine if additional medical and supporting documentation is to be submitted. SAS will maintain all medical and supporting documentation that provides evidence for the required accommodation. The documentation is kept separate from, and is not part of, the student's academic file. Confidentiality of all students' personal information will be respected at all times and specific information of a student's disability will not be disclosed to anyone without the consent of the student.
- The SAS coordinator (or designate) will notify the student if continued attendance in clinical/lab courses is affected. This will be determined by the Clinical Education Director and/or Course Faculty and the Student Accessibility Services Coordinator (or designate) on an individual basis.
- The Accommodation Team will meet with the student to develop and review the accommodation plan. The student must be present for all meetings to ensure input and involvement by the student in all decisions relating to their accommodation. SAS will keep a record of information regarding the accommodation plan. Accurate notes will be kept from all meetings with the accommodation team. The accommodation plan will be kept separate from, and is not part of, the student's academic file.
- Prior to the implementation date of the Accommodation Plan, the Clinical Education Director and/or Course Faculty, student and the clinical/lab instructor will meet to review the plan. Accommodations will not be provided retroactively.

Faculty Member Responsibility

Faculty Members include the Dean, Academic Faculty, Clinical/Lab Faculty, Clinical Education Director and Clinical Placement Coordinators.

All Faculty members are expected to:

- Maintain the academic integrity of the undergraduate programs;
- Create a learning environment respectful of diversity, privacy and confidentiality;
- Work with the Accommodation Team to implement reasonable accommodation in an accepting, supportive environment;
- Refer issues related to the Accommodation Plan which arise during a course to the Student Accessibility Services Coordinator (or designate).

Student Accessibility Services Responsibilities

Student Accessibility Services (SAS) is responsible for:

- Collaborating with students and faculty members to develop the Accommodation Plan;
- Directing students to Faculty of Health Studies policies as appropriate;
- Communicating student accommodation letters and Accommodation Plans to Faculty members

Appeals

A student who disagrees with the recommendations of the Accommodation Team will first address concerns to the Accommodation Team. Concerns can often be resolved informally with the Accommodation Team. Any challenges or concerns not resolved at this level will be referred to the SAS Appeal procedure <https://www.brandonu.ca/ama/files/SAS-Accommodation-Appeal-Procedure.pdf>