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| UBC School of Nursing Policy | Approval Date: April 2018 |
| | Date of last revision: Jan2013; Mar 2018; Oct 2018 |
| Title: Employed Student Nurses (ESN) Policy for BSN Program | |
| Responsible Executive: Associate Director, Undergraduate Program | |

Purpose:

An Employed Student Nurse (ESN) is a paid employment experience that allows students to gain work experience in the clinical setting. Choosing to work as an ESN is voluntary. It does not count towards course work or clinical hours in the BSN program. **It is important to note that students employed as ESNs are subject to regulatory oversight of the British Columbia College of Nursing Professionals (BCCNP), held to BCCNP Standards of Practice and are subject to BCCNP inquiry and discipline.** “Once students become BCCNP registrants, they are regulated under BCCNP in both their ESN role and their student role” (BCCNP Employed Student Registrants (2012) Practice Standard).

Scope of Application:

This policy applies to all students entering and/or completing courses in the BSN Program approved by UBC Senate in February 2017.

Policy:

- 1) UBC Nursing Students are eligible to be employed as ESN only when they have successfully completed Term 3 of the UBC Nursing Program, are actively enrolled in the BSN program (e.g., the student cannot be on a leave) and are in ‘Good Standing’.
- 2) Students are reminded that due to the accelerated nature of the UBC Program, they must limit their employed work hours to prevent fatigue and challenges to their safe practice and academic progress in the program. Students who are absent from courses or clinical practice due to ESN activities may jeopardize their good standing and progress in the BSN Program.
- 3) Students will not be placed in a clinical practice learning experience in a site/unit where they are an ESN, including for the final clinical practicum (NURS427). Therefore, when students self-select placements through HSPnet, they may not select their ESN site of practice.
- 4) Students who are employed as ESN’s must not supervise any agency staff or students from any program.
- 5) UBC School of Nursing uniforms (bearing the UBC Crest) must not be worn by students when employed as ESN at any time.
- 6) Failure to comply with this or other related policies may result in disciplinary action by the School of Nursing and/or BCCNP, and affect a student’s progression in the BSN program. Students employed in an ESN role must comply with the following:
 - a. *School of Nursing Policy for Employed Student Nurses (ESN) Policy for BSN Program*
 - b. [BCCNP Employed Student Registrants \(2012\) Practice Standard](#)
 - c. [BCCNP Regulatory Supervision of Nursing Student Activities Practice Standard \(2012\)](#)
 - d. Agency/Health Authority-specific Employed Student Nurse guidelines

Processes and Procedures:

- 1) The SoN will provide a letter to the employing agency/health authority for students who have applied to be hired as ESN's at the end of Term 3 indicating that they are in 'good standing' in the Program. A specific reference letter will not be provided. Students may not ask clinical instructors or faculty for a reference.
- 2) Students who are ESN's must inform the Clinical Placement Coordinator at the UBC School of Nursing of the location and duration of all ESN experiences while in the UBC School of Nursing BSN Program. The Clinical Placement Coordinator will inform clinical course leaders of which students hold ESN positions. The course leader will then ensure that students are not placed in a unit where they have worked as an ESN.
- 3) **Students are required to register with BCCNP when working in an employed student nurse (ESN) role.** Students must complete a BCCNP ESN registration application when applying to be hired as an ESN. Once completed, students submit the application to SoN Student Services for signature by the AD, Undergraduate Programs or designate prior to submitting to BCCNP.
- 4) If a student's status in the program changes while they are employed as an ESN, the student is required to notify the agency/health authority and BCCNP.

Related Policies:

School of Nursing Policy: Progression and Advancement in Undergraduate Program

School of Nursing Policy: BSN Professional Conduct

UBC Policy: Student Conduct and Discipline UBC Academic Calendar 2016 - 2017