

UBC School of Nursing Policy	Approval Date: October 2020
	Date of last revision: Jan 2013; Mar 2018; Oct 2018; Apr 2020
Title: Employed Student Nurses (ESN) and BC Care Aide & Community Health Worker Registry (HCA) Policy for BSN Program	
Responsible Executive: Associate Director, Undergraduate Program	

Purpose:

Registration with the BC Care Aide & Community Health Worker Registry enables students to be eligible to work as health care assistants (HCCAs) 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.

Students employed as ESNs are subject to regulatory oversight of the British Columbia College of Nurse and Midwives (BCCNM), held to BCCNM Standards of Practice and are subject to BCCNM inquiry and discipline. “As BCCNP registrants, employed student registrants are held to all applicable BCCNP [BCCNM]Standards of Practice that set out requirements for RNs or RPNs.” (BCCNM Employed Student Registrants Practice Standard (2020)).

Health care assistants (HCAs) through registration with the BC Care Aide & Community Health Worker Registry and an **Employed Student Nurse (ESN)** are paid employment experiences that allow students to gain work experience in the clinical setting. Choosing to work as an ESN or HCA is voluntary. It does not count towards course work or clinical hours in the BSN program.

Students employed as HCAs are subject to the oversight of the BC Care Aide & Community Health Worker [Registry](#) under its “Role and Mandate” and “Ensuring public Safety” guidelines.

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 or HCAs 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/HCA 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/HCA site of practice.
- 4) Students who are employed as HCA/ESNs must not supervise any agency staff or students from any program.
- 5) Students when employed as ESN/HCA at any time must not wear UBC School of Nursing uniforms (bearing the UBC Crest).
- 6) Failure to comply with this or other related policies may result in disciplinary action by the School of Nursing and/or BCCNM/ BC Care Aide & Community Health Worker Registry, and affect a

student's progression in the BSN program. Students employed in an HCA/ESN role must comply with the following:

- a. *School of Nursing Policy for Employed Student Nurses (ESN/HCA) Policy for BSN Program*
- b. [BCCNM Employed Student Registrants \(2020\) Practice Standard](#)
- c. [BCCNM Regulatory Supervision of Nursing Student Activities Practice Standard \(2020\)](#)
- d. Agency/Health Authority-specific Employed Student Nurse guidelines
- e. [BC Care Aide & Community Health Worker Registry](#)

Processes and Procedures:

- 1) The SoN will provide a letter to the employing agency/health authority/ BC Care Aide and Health Worker Registry for students who have applied to be hired as ESN/HCSs 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 HCA/ESNs must inform the Clinical Practice Placement Unit (CPPU) at the UBC School of Nursing of the location and duration of all HCA/ESN experiences while in the UBC School of Nursing BSN Program. The CPPU will inform clinical course leaders of which students hold ESN/HCA positions. The course leader will then ensure that students are not placed in a unit where they have worked as an ESN/HCA.
- 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) Students are required to register with the BC Care Aide and Health Worker Registry when working as a health care aide or a health worker.
- 5) If a student's status in the program changes while they are employed as an ESN/HCA, the student is required to notify the agency/health authority and BCCNM or BC Care Aide and Health Worker Registry.

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](#)