



Guideline

SUBJECT/TITLE:		PAGE:
Student Signature on Documentation in Practice Areas		1 of 2
(Undergraduate and Graduate Programs)		
AUTHORIZATION:	DATE LAST REVIEWED:	LAST REVISED:
Practice & Procedure Committee	September 12, 2022	Dec. 09, 2021
Undergraduate Programs Committee	October 12, 2022	October 12, 2022
Graduate Programs Committee	September 21, 2022	September 21, 2022
Nursing Council	December 15, 2022	

Purpose: To ensure consistency in how University of Calgary Nursing students are signing off on all required documentation in practice/clinical settings.

Policy: To ensure that Nursing students follow documentation standards and guidelines which align with the College of Registered Nurses of Alberta (CRNA).

Process: All documentation must be signed using first initial, full legal surname and designation (in English).

Students will abide by the prevailing charting/documentation policies of the facility locally, provincially, nationally, or internationally.

When documenting on a health record, the following designations will be used:

BN Student:

C. Surname, SN2 UCalgary

[SN = Student Nurse, # = Year of Program i.e., Term 3 and 4 = Year 2; Term 5 and 6 = Year 3; Term 7 and 8 = Year 4]

Graduate Certificate Student:

C. Surname, RN Graduate Certificate Student UCalgary

**GC students might have a different designation e.g., RPN*

MN Student:

C. Surname, RN MN Student UCalgary

**MN students might have a different designation e.g., RPN*

PhD Student:

C. Surname, RN PhD Student Pre-Candidacy UCalgary

C. Surname, RN PhD Student Post Candidacy UCalgary

**PhD students might have a different designation e.g., RPN*

DN Student:

C. Surname, RN DN Student Pre-Candidacy UCalgary

C. Surname, RN DN Student Post Candidacy UCalgary

**DN students might have a different designation e.g., RPN*

References: College of Registered Nurses of Alberta, Use of Title Standards,
April 2019. Effective May 1, 2019
<https://nurses.ab.ca/media/buxdb2vz/use-of-title-standards-apr-2019.pdf>