



POLICY

SUBJECT/TITLE: Student Signature on Documentation in Practice Areas (Undergraduate and Graduate Programs)		PAGE: 1 of 2
RELATED POLICY:		DATE ESTABLISHED: 2001
AUTHORIZATION: Practice Policy and Procedure Committee Undergraduate Programs Committee Graduate Programs Committee Nursing Council	DATE LAST REVIEWED: September 12, 2022 October 12, 2022 September 21, 2022 December 15, 2022	LAST REVISED: Dec. 09, 2021 September 21, 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>