



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: June 27, 2019 October 19, 2021 Dec. 09, 2021	LAST REVISED: Dec. 09, 2021

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 and Association of Registered Nurses of Alberta (CARNA).

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 [or MHC]

[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. BSc.

MN Student:

C. Surname, RN MN Student UCalgary

MNNP Student

C. Surname, RN MNNP Student UCalgary
Pager #

Post Master's NP

C. Surname, RN MN PMNP Student UCalgary
Pager #

*PMNP students might have a different designation e.g. MSc.

PhD

C. Surname, RN PhD Student Pre Candidacy UCalgary
C. Surname, RN PhD Student Post Candidacy UCalgary

- References:**
- Accreditation Canada, Canadian Health Accreditation Report, Safety in Canadian health care organizations: A focus on transitions in care and Required Organization Practices, 2013.
<https://accreditation.ca/sites/default/files/char-2013-en.pdf>
 - College & Association of Registered Nurses of Alberta, Documentation Standards for Regulated Members, January 2013.
http://www.nurses.ab.ca/content/dam/carna/pdfs/DocumentList/Standards/DocumentationStandards_Jan2013.pdf