Attendance Requirements

The attendance requirement for professional experience placements is set at 100% to ensure that students have optimum exposure to the learning environment. Minor variation to practice attendance may be negotiated in situations where students are experiencing extreme extenuating circumstances. The SNM is also aware that students attending professional experience placement whilst severely ill may pose risk of infection to patients whose immunity may already be compromised and also place colleagues and themselves at risk. Students’ Attendance Sheets must be signed by the clinical teacher/facilitator or preceptor on completion of the professional experience placement.

Missed Attendance

In the event of being unable to attend a clinical placement, the student has the responsibility to:

1. Notify the clinical teacher/facilitator and the health care agency administration office prior to the commencement of the shift to be missed.
2. Notify the SNM Unit Coordinator the same day.
3. Obtain a medical certificate
4. Present the medical certificate, along with an application to complete the missed attendance time, to the SNM Unit Coordinator within 5 days from the last sick date stated in the medical certificate.

Completing a Period of Missed Attendance

Students are not automatically permitted to make-up missed clinical placement time. All absences from PEP are considered by the Director of Undergraduate Studies in conjunction with the Director for Teaching and Learning.