



For September 2020

Dear: **Personal Support Worker Student**

Welcome to the Full Time Personal Support Worker Program at St. Clair College – Chatham Campus. On behalf of the teaching team, I would like to congratulate you on your acceptance into the program. We look forward to a great year!

This letter contains some of the special Chatham Campus information and program details for the September intake.

You can obtain information about Orientation Day on the St Clair College website. **Please refrain from wearing scented products.** We are a scent free building due to allergies. Please be prepared to attend a virtual orientation if you are able as it's an excellent opportunity to meet the faculty and each other, as well as pick up some important information and a great time to set up car pools as well.

Things to do as Soon as Possible – Complete Medical and Non-Medical requirements.

The following should be initiated as soon as possible:

1. **Health Forms:** Start this process right away. Forms may be filled out by your family physician or nurse practitioner. **Bring your immunization record with you.** If you do not have a record you could contact Public Health in your area and they might have your record. If you do not have a family physician you can book an appointment with the College nurse practitioner, who is on campus Tuesdays. Book as soon as possible as some immunization and blood work may take more than one visit. Blood work must be done to prove immunization is still active. If it comes back – non active you will need a booster. Bring a copy of the 'Program Physical Demands Analysis' with you, which can be found at this link <https://www.stclaircollege.ca/programs/personal-support-worker> under the tab "More Info". You must be able to perform all the duties of a PSW.

The Health nurse on campus can also give TB skin tests (~\$10), a free flu shot, and provides a variety of services. You can book appointment for Hepatitis B vaccine as well. She has the vaccine available (~\$60). Also Nurse Practitioner available on Tuesday's, (\$50) to perform your health exam and complete the '[Entering Students Preplacement Form](#)'. Appointments are booked by calling 519-354-9100 ext. 3800. Make sure you indicate you would like an appointment at Chatham Campus.

- All forms can be found at: <https://www.stclaircollege.ca/programs/clinical-placement-requirements> - just click on your program

Once all of your blood work and medical forms are completed. You need to present the original and a copy of the paperwork to the St. Clair College health nurse in room 147. She will then give you a yellow card-passport to health.

2. **N95 Mask Fit Testing:** Needed every two years or anytime your facial features change. Currently, due to the COVID-19 pandemic, this fitting is difficult to obtain. We are looking into resources for you or alternatives. Please check this link for updated information as it becomes available: <https://www.stclaircollege.ca/sites/default/files/inline-files/2020-Clinical-Clearance-Letter.pdf>

3. **CPR, Standard First Aid and AED:** CPR must be renewed annually despite what your certification card may say. You will be required to show evidence of your valid CPR to the Clinical Placement official. If you need the training the cost is approximately \$165 through Continuing Education. Check online at <http://www.stclaircollege.ca/programs/coned/> or call 519-354-9714 ext. 3312 for more information. Any organization offering valid CPR training may be used. Some programs are currently offering a “hybrid” delivery with some training on line and some in house.
4. **Vulnerable Sector Police Check: Apply for you police clearance the beginning of August** and make sure you ask for the Vulnerable Sector Police Check. There is a fee involved and remember to tell them it is needed for the College clinical placement. If you need a letter of verification of enrolment please contact the Admin Assistant Linda Quick by email at lquick@stclaircollege.ca. Please include your program, name and student number in the email. **NOTE: clearance letters are valid for 6 months from date of issue.**

Reminder:

- ID/photo ID will be required (i.e. Passport, license). Ensure your name is spelled correctly.
 - Clear Vulnerable Police Sector Check required for all placements and must be obtained every 6 months. You will be required to present the original to Nancy Davis.
 - If you live outside of Chatham-Kent you may need a letter from Linda Watson the Chair of School of Nursing to apply for clearance. Email the Admin Assistant, Linda Quick at lquick@stclaircollege.ca to request the letter. Please include your program, name and student number in the email.
 - Placement Agencies will want to see the original **clear** police clearance on your first day and will take a photocopy of it for their records. **Reminder: only good for six months and they do check the date.**
 - **All placement requirements must be completed by Oct. 9/20**
5. **Uniforms:** Must be purchased through the St. Clair College Book store. It is recommended that you try one on at the bookstore and order as soon as possible as they can take up to 3-4 weeks to come in. Each set costs \$44 and comes with St. Clair College Personal Support Worker embroidered on sleeve.
 6. **Books:** Moby’s Canadian Textbook for the Support Worker. Access to online DVD’s and workbook. 4th ED. The Human Body in Health and Illness, Sixth Edition B.Herlihy. Approximately \$272. All books can be purchased from the St. Clair College [bookstore](#).

Thank you for choosing St. Clair College. If you have any concerns, please call me at 519-354-9714 Ex. 3403. Email: ndavis@stclaircollege.ca

Yours Sincerely
Nancy Davis
PSW Coordinator-Chatham Campus