York University
Faculty of Health Council

Notice of Meeting

Wednesday, November 2, 2022
3:00 pm – 4:30 pm
Hybrid

Agenda

1. **Chair's Remarks**

2. **Business arising from the minutes**

3. **Dean's Remarks**

4. **Colleges at 2025 Presentation**

5. **Report of the Executive and Planning Committee**

6. **Report of the Committee on Examinations and Academic Standards**

7. **Senator's Report**

8. **Other Business**
   - Call for Senate-level representatives for the Tenure & Promotions Committee

Consent Agenda
Consent agenda items are deemed to be approved or received unless, prior to the start of the meeting, one or more Council members ask that they be dealt with as regular business.

1. Minutes of the Meeting of October 5, 2022

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Faculty of Health meetings support our mission to provide an innovative and supportive environment for learning, discovery and engagement. To ensure our common value of diversity is fully reflected, our events, publications and meetings make every effort to be accessible to all.

2022-2023 Faculty of Health Council Meetings, 3:00pm–4:30pm:
- Wednesday, December 7, 2022
- Wednesday, January 11, 2023
- Wednesday, February 1, 2023
- Wednesday, March 1, 2023
- Wednesday, April 5, 2023
- Wednesday, May 3, 2023

All are welcome and encouraged to attend!

Faculty of Health
FACULTY COUNCIL
Wednesday, October 5, 2022
Virtual Meeting - ZOOM
Minutes

Attendance: F. Ahmad, C. Ardern, I. Aslam, A. Belcastro, A. Berthelot-Raffard, G. Boateng, M. Boni, S. Bowerman, D. Campbell, K. Campbell, , R. Ceddia, A. Chum, T. Cleworth, J. Conder, J. Connolly, A. Daftary, J. Diep, D. Dyer Lawson, H. Edgell, K. Erickson, K. Fallon, A. Firas Khalid, C. Flood, J. Fraser-Thomas, L. Gagliese, V. Geer, A. Goli, P. Govender, R. Gunter, M. Hamadeh, M. Hoben, L. Hynes, V. Jamnik, A. Josse, E. Kaczor, N. Khanlou, C. Kurtz-Landy, L. Lamarche, L. Ma, A. Macpherson, J. Martin, T. Mgwigwi, A. Moore, S. Moradian, S. Murtha, B. Orazietti, K. Page-Cutrara, K. Pedernal, T. Penney, A. Phillips, P. Rahimpoor-Marnani, N. Richardson, R. Robbio, J. Ruttle, L. Seto-Nielsen, S. Singh, J. Steele, J. Steeves, N. Stuckless, P. Tsasis, A.M. Viens, N. Viva Davis Halifax, J. Vorstermans, I. Walsiyen, T. Xerri, G. Zoidl

Guests: A. Asif, R. Bishop, J. Castle, F. Clarke, C. Corson, B. Edwards, A. Furlano, G. Gringhuis, J. Hard, K. Hetherington, J. Iaboni, K. Kulkarni, T. Mitchell-Huston, A. Morgani, S. Nikfar, A. Petro, M. Saad, A. Stypka, J. Sundaramoorthy, V. Thompson, A. Wiscicka

1.   Chair's remarks
Chair A. Moore welcomed members and explained how the meeting would be conducted online.

2.   Business Arising from the Minutes
There was no business arising from the minutes.

3.   Presentation: Strategic Research Planning, Vice President Research & Innovation
Vice President Research and Innovation (VPRI), A. Asif provided context on the Research Plan and some of the Faculty of Health colleagues who serve on the advisory committee. He provided a list of the upcoming community feedback sessions and encouraged Council members to attend.

During the presentation, VPRI Asif, posed three questions for Council members to consider:
1.   Does the format of the current SRP serve the University well?
2.   Have the Areas of Opportunities for the Strategic Development of Research evolved? Are they still relevant?
3.   Have the Areas of Comprehensive Research Strengths (themes) evolved? Do they need to be adjusted?

VPRI A. Asif encouraged Council members to reach out via email or submit feedback through the website and/or via community forums. By the end of fall term, the hope is to have a draft plan in place with further consultation for the next phase to take place during the winter term.

4.   Dean's Remarks
Dean S. Murtha welcomed Council members. She began her remarks by thanking Executive Officer, M. Verrilli for her support and wished her well in her new role with the University.

Dean Murtha provided updates regarding the University's monitoring of the pandemic and the shift to endemic status. She stated that the Provost reviews and assesses provincial, national and international data which is then transmitted to Senate Executive. Senate Executive is responsible for making the decisions regarding the Academic Disruptions Policy. She reminded Council members that they can update YUScreen with vaccination information and monitor the Better Together website for COVID updates and future planning.

Lastly, Dean Murtha reminded Council members of the upcoming October Convocation ceremonies and encouraged Council members to attend.

5.   Report of the Executive and Planning Committee
R. Bishop provided the report.

He notified Council that the Executive and Planning Committee met to discuss the composition of the sub-committee responsible for reviewing the recommendations of the EDI working group report. A call for nominations will be forthcoming.

There was a call for nominations for the upcoming vacancies for Council positions including: Vice Chair of Council, At-large member on the Executive and Planning Committee and At-large member on the Petitions Committee. Nominations and/or expressions of interest for the remaining Council vacancies can be made to Katie Hetherington via email.

6.   Senator's Report
Professor A. Viens provided the Senator's report for the September 2022 Senate meeting. Full reports are located on the Senate website.

Highlights of the September Senate report included:
- Progress of University Academic Plan priorities.
- The shift to endemic status of the COVID-19 disruption. Taking a community care approach to support the York Community.
- Approval of the ASCP recommendations including the establishment of several degrees and programs; the closure of a York-Seneca Program; the approval to revisions of FGS regulations and authorization of the granting degrees, certificates and diplomas at the convocation events.
- The continued monitoring of academic disruptions.
- Upcoming partnership opportunities including the Vaughan Healthcare Precinct and potential medical school.
- 2023-2028 Research Plans and Consultations.

7.   Other Business
There was no other business.

The meeting adjourned.

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R. Bishop, Secretary

Report of the Executive and Planning Committee
of the Faculty of Health
November 2022

1. Sub-Committee Composition
The Executive & Planning Committee would like to notify Council that in consultation with the Co-Chairs of the Working Group on Individual and Systemic Racism, they have finalized the composition and process for the EDID sub-committee. The EDID sub-committee information has been made available on the Council website and an email will be circulated shortly calling for expressions of interest for those interested in serving on this sub-committee.

2. Call for Nominations
The Faculty of Health Executive and Planning Committee is seeking nominations for the following vacancies:
- Vice-Chair of Council
- At-large member of the Executive & Planning Committee
- At-large member of the Petitions Committee

a) Vice-Chair of Council
Vice-Chair of Faculty of Health Council (two-year term, July 1, 2022 - June 30, 2024 – first year serving as Vice-Chair, second year serving as Chair)

At the time of the writing this report, the Executive and Planning Committee of the Faculty of Health Council did not receive any nominations for the position of Vice-Chair of Council.

Additional nominations may be made from the floor of Council.

b) At-large seat on the Executive and Planning Committee (1 vacancy)
One at-large seat on the Executive and Planning Committee (two-year term of office, July 1, 2022 - June 30, 2024).

At the time of the writing this report, the Executive and Planning Committee of the Faculty of Health Council did not receive any nominations for the at-large seat on the Executive and Planning Committee.

Additional nominations may be made from the floor of Council.

Membership (Designated):

Dean
Associate Deans
Chair, Department of Psychology
Chair, School of Health Policy & Management
Chair, School of Kinesiology & Health Science
Director, School of Nursing
Director, School of Global Health
College Heads, Calumet College & Stong College
Chair of Council
Vice-Chair of Council
Secretary of Council
'At large' Representatives (2)*
Student Representatives (2)

Continuing at-large member
Michael Rotondi, School of Kinesiology and Health Science

*The two members who are elected at-large by Council shall not be from the same School/Department.

c) **At-large seat on Petitions Committee (1 vacancy)**
One at-large seat on the Petitions Committee (two-year term of office, July 1, 2022 - June 30, 2024).

At the time of the writing this report, the Executive and Planning Committee of the Faculty of Health Council did not receive any nominations for the position of at-large member of the Petitions Committee.

Additional nominations may be made from the floor of Council.

Membership (Designated):
Associate Dean
Department of Psychology (2)
School of Health Policy & Management (2)
School of Kinesiology & Health Science (2)
School of Nursing (2)
Student Representatives (4)
'At large' Representative (2)*

Continuing at-large member:

Kristine Pedernal, School of Nursing

*The two members who are elected at-large by Council shall not be from the same School/Department.

Report of the Committee on Examination and Academic Standards
Faculty of Health Council
November 2022

ITEMS FOR ACTION (4):

1. School of Nursing

a) Establishment of the Clinical Preparedness Permit Policy • School of Nursing • Faculty of Health

The Committee on Examinations and Academic Standards recommends,

That Council approves the establishment of the Clinical Preparedness Permit Policy, effective Winter 2023.

Rationale:

A Clinical Preparedness Permit (CPP) is required to be completed and updated annually by all undergraduate nursing students. The document outlines up-to-date personal health and safety and other non-academic requirements. All practice placements, with whom the School of Nursing (SoN) has an affiliation agreement, expect that students meet minimal provincial health and safety requirements as well as other agency specific requirements. Although this is a requirement for clinical courses, a policy is required to assist our placement office in ensuring that students provide the completed, authentic documentation in a timely manner.

Existing Policy	Proposed Policy
	Clinical Preparedness Permit Policy **Introduction and Rationale:** A Clinical Preparedness Permit (CPP) is required to be completed and updated annually by all undergraduate students. The document outlines up-to-date personal health and safety and other non-academic requirements for students. All practice placements, with whom the School of Nursing (SoN) has an affiliation agreement, expect that students meet minimal provincial health and

safety requirements as well as other agency specific requirements*. Agencies require confirmation of completion for all those attending practice.

*Ontario legislation specifies certain surveillance requirements for those entering into a practice setting. These Guidelines were developed in accordance with the Public Hospitals Act, the Canadian Immunization Guide 7th Edition and Canadian TB Standards.

Actions

Students:
- Download **_Clinical Preparedness Permit_**.
- Print **_Clinical Preparedness Permit_**.
- Take the permit to your primary care provider/physician for completion of components and ordering of titres (lab tests/bloodwork).
- Obtain expected immunizations & bloodwork
- Assume responsibility for costs associated with immunizations, lab tests and certifications. Keep receipts for income tax purposes as required.
- Submit all supporting documents with the permit, i.e., copies of lab results (titres) for specified diseases, proof of vaccinations, BCLS-HCP certificate, First Aid certificate, Respirator Mask Fit certificate, Worker Health and Safety certificate, WHMIS certificate and Vulnerable Sector Screen (VSS) Police Check, and retain copies.
- Photocopy the permit and all supporting documents after each time it is revis ed, updated and stamped. The photocopy should be stored in a safe place.

	Vendor (Third Party Document Reviewing Agency)
	• Make appointments available for students.
	• Review student documents.
	• Certify those that are completed. Notify students of outstanding elements.
	• Update NPCO of cost changes in a timely manner
	NPCO
	• **Liaise between YUSON and vendor.**
	• **Notify UPD of CPP patterns of incompletion or students of concern.**
	• **Update vendor of CPP requirement changes as necessary.**
	Clinical Course Directors
	• **Review each student's CPP prior to first clinical shift (during On Campus Clinical Day)**
	• **Notify CD and NPCO when CPP incomplete.**
	Course Director
	• **Discuss with student incomplete CPP.**
	• **If CPP continues to be incomplete, notify UPD/Coordinator.**
	Undergraduate Program Director/Coordinator
	• **Meet with students who have incomplete CPP. Notify student that they may not be able to progress in the term.**
	• **Develop a program progression plan for return the next time practicum course offered.**
	• **Practicum Agencies**

	• **Notify NPCO if there are additional requirements specific to agency.** **Considerations** The *Clinical Preparedness Permit* contains personal information and is handled as a confidential document. **Dates to Begin the CPP Process** **All students are to <u>begin</u> completing CPPs by:** Fall Practica Courses - **April 15** Winter Practica Courses - **September 15** **Summer Practica Courses - January 15** **CPP Due Dates** All students are to submit <u>completed</u> CPPs by: Fall Practica Courses - **Aug 15** Winter Practica Courses - **November 15** Summer Practica Courses - **March 15** **NOTE:** students who are admitted into first year of any undergraduate BScN program are required to submit their first completed CPP by November 15th. **Incomplete CPP** If the CPP is incomplete by the due dates listed above, students will not be permitted to proceed to the relevant practicum course and its pre-and co-requisites. This will delay progression through the program.

**b) Revisions to the Off Track Requirement to Demonstrate Safe Practice Policy •
School of Nursing • Faculty of Health**

The Committee on Examinations and Academic Standards recommends,

That Council approves the revisions to the Off Track Requirement to Demonstrate Safe
Practice Policy, effective Winter 2023.

Rationale:
Patient safety is paramount. Therefore, students who are 'off track' from normal
program progression by missing one or more terms must demonstrate safe practice
prior to the resumption of their respective clinical courses in the undergraduate
program. The revised policy includes a new section describing required student
competencies as well as a description of the role of the clinical course director in the
Nursing Simulation Centre.

Existing Policy	Proposed Policy
Off Track Requirement to Demonstrate Safe Practice Policy	**Off Track Requirement to Demonstrate Safe Practice Policy**
Introduction and Rationale:	**Introduction and Rationale:**
Patient safety is paramount. Therefore, students, who are off track must demonstrate safe practice prior to resumption of their respective undergraduate program.	Patient safety is paramount. Therefore, students**,** who are off track must demonstrate safe practice prior to resumption of their respective undergraduate program.
Students build their knowledge, skills and decision making through application of theoretical knowledge in practice settings. Altered program progression, regardless of reason, disrupts the continuity of the application of nursing knowledge, skills and decision making from ~~semester~~ to ~~semester~~. It is imperative that students demonstrate safe, ethical, effective, and organized care prior to resuming their respective program.	Students build their knowledge, skills and decision making through application of theoretical knowledge in practice settings. Altered program progression, regardless of reason, disrupts the continuity of the application of nursing knowledge, skills and decision making from <u>term</u> to <u>term</u>. It is imperative that students demonstrate safe, ethical, effective, and organized care prior to resuming their respective program.
	<u>Students whose progression is altered, for any reason, must meet with their UPD or UPC. The requirement to demonstrate safe practice prior to resuming courses in the program is</u>

	<u>discussed with students during their progression meeting with the program UPD or UPC.</u>
Off Track-Absence from a program as a result of formal personal leave of absence, clinical course failure, or other reasons for altered program progression.	**Definitions:** Off Track-Absence from a program as a result of formal personal leave of absence, clinical course failure, or other reasons for altered program progression.
Duration of leave of absence: One or more semesters as per the scheduled progression of clinical courses in the respective program.	Duration of leave of absence: One or more terms per the scheduled progression of clinical courses in the respective program.
Safe Practice: Adherence to best practices of nursing assessment, planning, implementation, evaluation, coordination and collaboration of care.	Safe Practice: Adherence to best practices of nursing assessment, planning, implementation, evaluation, coordination and collaboration of care.
Actions in Preparation for Review Session ~~Student~~: • Review nursing knowledge, skills, and decision making prior to review appointment and resumption of program; • Attend the Nursing Simulation Centre as needed for practice. Drop in time and facilitated clinical practice sessions are available throughout each semester; • Attend scheduled review session; • Demonstrate safe, ethical, effective, prioritized, and organized care during a simulated case.	**Student** Actions in Preparation for Review Session: • Review nursing knowledge, skills, and decision making prior to review appointment and resumption of program; • Attend the Nursing Simulation Centre as needed for practice. Drop in time and facilitated clinical practice sessions are available throughout each term; • Attend scheduled review session; • Demonstrate safe, ethical, effective, prioritized, and organized care during a simulated case.
Undergraduate Program Director/Coordinator: • Notify via email the Director Nursing Simulation Centre (DNSC) of students who are off track, date of return, and next clinical course6 Director Nursing Simulation Centre or Designate	Undergraduate Program Director/Coordinator <u>Actions</u>: • Notify via email the Director Nursing Simulation Centre (DNSC) of students who are off track, date of return, and next clinical course Director Nursing Simulation Centre or Designate

• Notify student one semester prior to semester of return of review processes Send student the following documents in an email: • ~~Self~~-assessment document; Medication review package; Welcome to the Nursing Simulation Centre letter (includes dates and times of drop in and facilitate clinical practice sessions); Preparatory document for case study • Schedule review session with student During Review Session Student • Attends and demonstrate safe, ethical, effective, and organized care to a simulated client; • •Participate in feedback post review; • If demonstration was safe, ethical, effective, prioritized and organized, continue to review in preparation for semester start; • If assessed to be unsafe, unethical, ineffective, and/or unorganized, book another appointment with NSC Faculty; • Review and practice areas identified as unsafe, unethical, ineffective, and/or unorganized; • Return to re-demonstrate area(s) of concern. If student continues to be as unsafe, unethical, ineffective, and/or unorganized, DNSC will notify UPD/Coordinator. Nursing Simulation Centre Clinical Course Director • Observe student during simulated scenario; • Document care provided/not provided/unsafe/unethical/ineffective/ not prioritized/ or unorganized;	• Notify student one term prior to term of return of review processes • Send student the following documents in an email-assessment document Medication review package; Welcome to the Nursing Simulation Centre letter (includes dates and times of drop in and facilitate clinical practice sessions) and Preparatory document for case study • Schedule review session with student making from term to term. During Review Session Student: • Attends and demonstrate safe, ethical, effective, and organized care to a simulated client; • Participate in feedback post review; • If demonstration was safe, ethical, effective, prioritized and organized, continue to review in preparation for term start; • If assessed to be unsafe, unethical, ineffective, and/or unorganized, book another appointment with NSC Faculty; • Review and practice areas identified as unsafe, unethical, ineffective, and/or unorganized; • Return to re-demonstrate area(s) of concern. If student continues to be as unsafe, unethical, ineffective, and/or unorganized, DNSC will notify UPD/Coordinator. Nursing Simulation Centre Clinical Course Director: • Observe student during simulated scenario; • Document care provided/not provided/unsafe/unethical/ineffective/ not prioritized/ or unorganized;

- Discuss findings observed with student;
- If deemed safe, notify Director of Nursing Simulation Centre
- If deemed unsafe, notify Director Nursing Simulation Centre and book another appointment with student to review area(s) of concern Director Nursing Simulation Centre. When student successfully demonstrates safe, ethical, effective, prioritized, and organized care, complete summary form and send to Undergraduate Program Director and Undergraduate Program Assistant by email.
- Undergraduate Program Assistant Place completed summary form in student's file

Considerations

Please note: Students are at risk for not proceeding to next clinical course if: They do NOT demonstrate safe practice, do not respond to the request for an appointment, or do not attend the appointment. In all of the above, the UPD/Coordinator will be notified by the DNSC.

Relevant School of Nursing Policies

1. Leave of Absence

2. Review and Referral for Undergraduate Nursing Practice Courses

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- Discuss findings observed with student;
- If deemed safe, notify Director of Nursing Simulation Centre
- If deemed unsafe, notify Director Nursing Simulation Centre and book another appointment with student to review area(s) of concern.
- When student successfully demonstrates safe, ethical, effective, prioritized, and organized care, a complete summary form and send to Undergraduate Program Director and Undergraduate Program Assistant by email. The Undergraduate Program Assistant will place completed summary form in student's file**.**

Considerations:
Please note: Students are at risk for not proceeding to next clinical course if:
They do NOT demonstrate safe practice, do not respond to the request for an appointment, or do not attend the appointment. In all of the above, the UPD/Coordinator will be notified by the DNSC.

Relevant School of Nursing Policies:
1. Leave of Absence
2. Review and Referral for Undergraduate Nursing Practice Courses

c) **Revisions to the School of Nursing Social Media Policy • School of Nursing • Faculty of Health**

The Committee on Examinations and Academic Standards recommends,

That Council approves the revisions to the School of Nursing Social Media Policy, effective Winter 2023.

Rationale:
Nursing students are expected to demonstrate a high degree of professionalism in all forms of electronic-based communication activities. Communication behaviours must be collegial, respectful of diversity and consistent with the York University Code of Student Conduct and current Canadian information-related standards related to privacy and confidentiality. With the increase in the use of social media by society in general, this revised policy includes explicit description of required eprofessionalism consistent with York University academic policies and relevant external privacy, health information provincial legislation. A new student policy breach process has been developed. References supporting the policy is included.

Existing Policy	Proposed Policy
~~School of Nursing Policy on Social Media~~ ~~**Definition**~~ ~~The Canadian Nurses' Association (CNA) defines the term social media (i.e., Facebook, Twitter, Google+, MySpace, YouTube and blogs) as:~~ ~~"a group of Internet based applications and technologies that allow users to have the same kind of real-time conversation that they might have with friends or neighbours with virtual friends from around the globe. Social media technologies allow users to interact and collaborate with each other online in the creation and sharing of information, ideas, and opinions" (CNA, 2012).~~ ~~Social media includes: text, images, audio, video, and technology conversations with a few~~	**School of Nursing Social Media Policy** **Rationale and Purpose:** This policy describes the required social media behaviours to be demonstrated by York nursing students in all learning environments. Nursing students are expected to demonstrate a high degree of professionalism in all forms of electronic-based communication activities. Communication behaviours must be collegial, respectful of diversity and consistent with the York University Code of Student Conduct and current Canadian information-related standards related to privacy and confidentiality. **Responsibility:** Nursing students are responsible for adhering to the York University and SON social media policies by behaving in a way that does not harm or threaten to harm another

or many people. For the purpose of this policy, types of social media behaviour include but are not limited to:

- texting
- discussion forums
- blogs
- social networks
- wikis
- podcasts

Policy

Social media behaviour of nursing students must be consistent at all times with the standards of conduct as articulated in the following College of Nurses of Ontario documents:

- **Practice Standard: Ethics**
- **Practice Standard: Therapeutic Nurse-Client Relationship**
- **Practice Standard: Documentation**

While enrolled in the BScN program, students are prohibited from:

- **Posting any private or confidential content about clients, including client health information and images on any social media site (i.e., private or public Facebook pages), even if the client identifiers are removed. Posting images of clients or agencies require written permission and written consent from the subjects of the images to be used in social media.**
- **Making disparaging comments about clinical sites, clients, co-workers, instructors or students on social media sites, or posting audio or video recordings**

person's physical or mental wellbeing (https://oscr.students.yorku.ca/csrr). Students should also demonstrate behaviours that are reflective of the professional standards described in the CNO, CNA documents.
In cases of breaches of this policy, each student is expected to assume accountability for their behaviour and willingness to accept remedial consequences. CDs & CCDs are responsible for informing students of these behavioural expectations
and following up on policy breaches.

Actions:
York BScN program nursing students are required to adhere to the following:
• Use respectful language when communicating through videoconferencing, email, phone, text, and social media in general.
• Students must refrain from posting derogatory or slanderous comments about the University, School of Nursing, faculty, staff, administration, patients/clients and other students on social media.
• All faculty teaching/learning material is the sole property of the course director.
Unless otherwise stated, academic materials such as powerpoint slides, exams, quizzes, tests and course outlines posted on social media will be considered as a
violation of academic honesty (https://secretariat-policies.info.yorku.ca/policies/academic-honesty-senatepolicy-on/).
• Third party copyrighted educational materials such as book chapters, journal articles, or videos that have been licensed for use in a particular course cannot be copied for distribution (e.g. uploading to a commercial third party website).

without express permission from the individual or from the site management. This includes any comments that are threatening, harassing, profane, obscene, sexually explicit, racially derogatory, homophobic or otherwise offensive. • **Using the York University logo on a non-university social media site.** • **Using social media for non-academic purposes during any practicum experience.** • **Accessing agency computers for the purpose of social networking.** • **Using cell phone functions during direct practicum hours, unless required for an emergency purpose, and when there is no other means of contact available.** Students must discuss their need for appropriate cell phone/device use with the Clinical Course Director or preceptor prior to use, as applies. A breach of this Policy may constitute a breach of professional standard of behavior for the purpose of the York University Bachelor of Science in Nursing (BScN) Student Professional Behaviour Policy.	This is a violation of Copyright Law and as such is subject to the York academic honesty policy. • York University's logo cannot be posted on a non-university social media site. • Private, personal, and confidential information is to be respected and students should not share any information that is not public knowledge or may result in harm (financial, reputational, physical, legal, regulatory, etc.) to individuals, clinical partner institutions, and/or the University. • When using University electronic resources for professional or personal social media use, student must adhere to University policies and guidelines https://lthelp.yorku.ca/9https://www.yorku.ca/secretariat/policies/policies/computing-and-information-technology-facilities-senate-policy/. • Student must follow all clinical agency social media policies and expectations during placements. • Students are not permitted to post patient/client health information (private or confidential content) on social media sites (i.e., private or public pages). Even if the client identifiers are removed, posting any client/family related information is prohibited. • Images of clients or agencies must not be posted on social media. This is a violation of privacy legislation (Personal Health Information Protection Act, 2004) https://www.ontario.ca/laws/statute/04p03. • Students must refrain from posting any comments about clinical sites, clients, coworkers, or other students on social media sites or posting audio or video recordings without valid written permission from the individual or from the site management. This includes, but is not limited to, comments that are threatening, harassing, profane, obscene, sexually explicit, racially derogatory,

homophobic, express personal bias or are otherwise offensive.
• Accessing agency computers for the purpose of social networking is prohibited.

Policy Breach Review Process:

The School of Nursing will initiate a professional behaviour review of a potential breach of the Social Media Policy. The Student Professional Behaviour Review process will be initiated by the School of Nursing Undergraduate Program Director/Coordinator or designate. The review process will be guided by the SON Professional Behaviour and the York University Student Code of Conduct, Rights and Responsibility Policies.

The following actions and outcomes include:
• Determine the type of social media policy breach: academic (e.g. posting test questions) or nursing student professional behaviour breach (e.g. posting patient sensitive information).
• If a breach has occurred and a review of the York Code of Student Rights and Responsibilities determines that no action is required other than remedial educative measures then no official record will be kept.
• If a breach has occurred that is considered to be severe and warrants the imposition of conditions on the student program progression, this may include failure in the course or potential involuntary withdrawal from the program. Remedial educative measures will be included.
 • Initiation of the Professional Behaviour Review process may also occur.
• No breach has occurred- no permanent records will be retained.

References

	College of Nurses of Ontario. (2019) Code of conduct. Retrieved from: https://www.cno.org/globalassets/docs/prac/49040_code-of-conduct.pdf. Author
	College of Nurses of Ontario. (2016). International nurse regulators social media use:
	Common expectations for nurses. Retrieved from:
	https://www.cno.org/globalassets/docs/prac/incr-social-media-use-commonexpectations-for-nurses.pdf. Author.
	College of Nurses of Ontario. (2013). Social media: Reflect before you post. Retrieved from: https://www.cno.org/en/learn-about-standards-guidelines/educationaltools/webcasts/social-media-reflect-before-you-post/. Author
	York University. (2017). Academic honesty, Senate policy on. Retrieved from: https://secretariat-policies.info.yorku.ca/policies/academic-honesty-senate-policyon/
	York University. (2008). Student professional behaviour policy (BScN). Retrieved from: https://secretariat-policies.info.yorku.ca/policies/student-professional-behaviourpolicy-bscn/
	York University Code of Student Conduct Rights and Responsibilities (2021) retrieved from https://oscr.students.yorku.ca/csrr

d) Revisions to the School of Nursing Professional Behaviour Policy • School of Nursing • Faculty of Health

The Committee on Examinations and Academic Standards recommends,

That Council approves the revisions to the School of Nursing Professional Behaviour Policy, effective Winter 2023.

Rationale:
Given the professional trajectory of the BScN degree, a professional standard of behaviour is expected from nursing students throughout the program. At issue in this policy is the University's role in graduating competent professional nurses.
This York School of Nursing (YUSON) policy is situated in a broader York University's code governing students' non-academic conduct, [The Code of Student Rights & Responsibilities](#) (The Code). The Code identifies the values that students are expected to uphold in the York University community. The Code upholds a philosophy and practice that are intended to balance a set of principles: support, accountability, and education.

Existing Policy	Proposed Policy
School of Nursing Professional Behaviour Policy	**Nursing Student Professional Behaviour Policy**
~~The~~ Bachelor of Science in Nursing (BScN) degree is an important determinant of eligibility for registration with the College of Nurses of Ontario. Given the professional trajectory of the BScN degree, a professional standard of behaviour is expected from nursing students. At issue in this policy is ~~the protection of the public and~~ the University's role in graduating competent professionals. ~~The policy recognizes the general responsibility of the faculty members of the School of Nursing to foster acceptable standards of professional behaviour and of the student to be mindful of and abide by such standards.~~	**Rationale and Purpose:** <u>Attaining a</u> Bachelor of Science in Nursing (BScN) degree is an important determinant of eligibility for registration with the College of Nurses of Ontario <u>(CNO)</u>. Given the professional trajectory of the BScN degree, a professional standard of behaviour is expected from nursing students throughout the program. At issue in this policy is the University's role in graduating competent professional nurses
~~Progression through the BScN program at the School of Nursing at York University is~~	<u>This York School of Nursing (YUSON) policy is situated in a broader York University's code governing students' non-academic conduct, The Code of Student Rights & Responsibilities (The Code). The Code identifies the values that students are expected to uphold in the York</u>

contingent on students' behaviour meeting the ethical and behavioural standards set forth in the Canadian Nurses Association Code of Ethics for Registered Nurses, the College of Nurses of Ontario Professional Standards, including the Ethics Practice Standard, the York University Student Code of Conduct, and other relevant York University policies including, but not limited to, the Sexual Harassment Policy and the Policy Concerning Racism.

POLICY

A. Behaviour that may result in withdrawal from the BScN program

A student may be withdrawn from the BScN program if he or she:

1. commits any breach of the CNA Code of Ethics, the CNO Professional Standards, the CNO Ethics Practice Standards and/or any York University Policy that relates to student behaviour, such as the York University Student Code of Conduct or the Senate Policy on Academic Honesty that would engage the behavioural and ethical standards of the profession;
2. engages in any proscribed behaviour in a practicum agency as detailed in the School of Nursing's Handbook;
3. acquires a criminal conviction after being admitted to the program (or which was acquired prior to admission but became known only after having been admitted to the program) which jeopardizes the student's ability to gain registration as a nurse; or

University community. The Code upholds a philosophy and practice that are intended to balance a set of principles: support, accountability, and education.

Responsibilities:

Students:

All students whether personally or through involvement in a student organization are expected to conduct themselves in a way that promotes an atmosphere of civility, diversity, equity and respect in their interactions with others. (The Code, 2021)

Students are also required to be familiar with and consistently demonstrate the personal, academic and professional behavioural standards expected in the Code and the YUSON nursing program policies. Progression through the BScN program is contingent on students' behaviour meeting the standards set out in and other relevant York University policies including, but not limited to, the Sexual Violence Policy (2019) and the Human Rights Policies and Procedures, including but not limited to Racism.

Action:
A. REQUIRED PROFESSIONAL CONDUCT

Students must:

1. Consistently ensure that their personal behaviour meets the standards required by York University policies and regulations concerning to student behaviour such as but not limited to the Code of Student Rights and

4. ~~engages in behaviour that impairs the performance of professional responsibilities.~~	Responsibilities, as amended from time to time, and the Senate Policy on Academic Honesty; 2. Consistently comply with the YUSON policies. The YUSON policies reflect the professional expectations expressed in the following professional codes and standards: the Canadian Nurses Association (2017) Code of Ethics, the CNO (2018) Practice Standard: Professional Standards, the CNO (2019a) Practice Standard: Ethics, and the CNO (2019) Code of Conduct. 3. Engage in professional behaviour at all times while at York University and in practicum agencies as detailed in the current YUSON annual Supplemental Calendar. 4. **Avoid acquiring a criminal conviction after being admitted to the program or which was acquired prior to admission to the Undergraduate Nursing Program but became known only after having been admitted to the Undergraduate Nursing Program. Having a criminal conviction may jeopardize a student's ability to gain registration as a registered nurse with the CNO.** 5. **Refrain from engaging in behaviour that impairs the performance of student's academic and nursing responsibilities.**
B. Jurisdiction Allegations of a breach of professional behavioural or ethical standards by a student	**B. JURISDICTION** Allegations of a breach of professional behavioural or ethical standards by a student

enrolled in the BScN degree program offered by the ~~School of Nursing, York University~~ shall be ~~dealt with~~ by ~~the School of Nursing, York University~~ in accordance with the procedures outlined below.

C. Procedures for review of ~~whether a~~ student ~~has met the standard of~~ professional behaviour

1. ~~Any breach of professional behaviour that is deemed so serious that it may warrant requiring a student to withdraw from the program will initiate a Student Professional Behaviour Review.~~
2. ~~**Non-Practicum Courses**: In instances where a Course Director of a non-practicum nursing course has concerns about student behaviour that he or she has not been able to resolve through discussion with the student, he or she will consult with the Undergraduate Program Director. The Undergraduate Program Director, the Course Director and the student will normally meet to discuss the concerns in the hopes of determining a resolution. If no resolution is achieved or if conditions agreed to by the student as part of the resolution were not fulfilled the matter may be referred for a Student Professional Behaviour Review.~~
3. ~~**Practicum Courses**: In the event that a Course Director or the Clinical Course Director has concerns about a student enrolled in a NURS practicum course, he/she will follow policies detailed in the School of Nursing's Handbook. Where the matter concerns the possible outcome of denying the student an opportunity to complete the Practicum~~

enrolled in the BScN degree program offered by <u>YUSON</u> shall be addressed <u>by YUSON</u> in accordance with the procedures outlined below.

C. PROCEDURES FOR REVIEW OF STUDENT PROFESSIONAL BEHAVIOUR
<u>Nursing students who violate University rules or public law may be disciplined by the University after an exploratory investigation. Participation in these procedures is a fundamental obligation of any student and contributes to enabling the University to act fairly with sufficient information and understanding.</u>

<u>An exploratory investigation occurs to determine: 1) whether a breach has occurred; 2) the type of breach and 3) the identification of the appropriate review process.</u>

<u>Potential Results of an investigation:</u>
<u>1. If no breach is determined, the investigation process gives rise to no permanent record.</u>
<u>2. If a breach is determined to have occurred but is found to be low risk, e.g. non-threatening behaviour, not jeopardizing safety or no physical or psychological harm occurred, the School issues a written warning to the student with recommendations for self-development/learning activities.</u>
<u>3. If an issue is determined as high risk, e.g. threatening behaviour, jeopardizing safety of any members of the public, the academic community, or a clinical agency, creating physical or physiological harm, a university level behavioral review is initiated see York University (2021).</u>

1. **<u>INITIAL REVIEW - WITHIN SCHOOL OF NURSING</u>**

requirement, the matter may be referred for a Student Professional Behaviour Review.

4. ~~When allegations of a breach of professional behaviour standards by a student enrolled in the BScN program are reported to have occurred in a venue other than a BScN course or practicum, the matter will be investigated by the Undergraduate Program Director or designate. Normally this investigation will include meeting with the student to discuss the allegation in the hopes of determining a resolution. If no resolution is achieved or if conditions agreed to by the student are not fulfilled the matter may be referred for a Student Professional Behaviour Review.~~

D. ~~Student Professional Behaviour Review~~

1. ~~Once notified of a potential breach of professional behaviour standards by student in the Bachelor of Science in Nursing Honours degree program, the designated Faculty office shall post a block on enrolment activity in the concerned course or courses. The student may not drop or be deregistered from the course for any reason, nor withdraw from the University, nor may transcripts be released to the student until a final decision is reached.~~

2. ~~The Director of the School or his/her designate convenes a committee consisting of three members. The review committee will consist of the Associate Dean of the Faculty, or his/her designate; the Director of the School of Nursing and one other member of the BScN Program who has not been party to earlier~~

1. **Non-Practicum Courses**: If a Course Director (CD) and/or Clinical Course Director (CCD) identifies an issue about student behaviour that is not resolved through discussion with the student, the Undergraduate Program Director/Coordinator and/or Associate Director will be consulted.

   The Undergraduate Program Director/Coordinator, the Course Director and/or CCD and the student will meet to discuss the concerns to determine a resolution. The student may have a representative present during this meeting provided this does not unduly delay the meeting. The student also has the option of submitting a written statement in lieu of attending a meeting.

   If no resolution is achieved or if conditions agreed to by the student as part of the resolution are not fulfilled, the matter may be referred for a Professional Behaviour Review which is conducted at the Faculty level. https://www.yorku.ca/secretariat/policies/policies/student-professional-behaviour-policy-bscn/ The Associate Dean, Students may be consulted.

2. **Practicum Courses**: If a CD and/or CCD and clinical agency presentative identifies a behavioural conduct issue they will follow policies detailed in the School of Nursing's Calendar. Where the matter concerns the possible outcome of denying the student an opportunity to complete the Practicum

~~proceedings. The Undergraduate Program Director of the School or his/her designate, the Manager of the Nursing Practicum Coordination Office or designate; Course Directors of courses in which the student's behaviour has become an issue, student (possible MScN) and, if necessary, the student's preceptor and other representatives of the professional may be called to serve as witnesses. When the alleged breach of professional or ethical standards occurs in a non-course or practicum setting, other persons may be called to appear as witnesses.~~

~~3. The student is notified in writing by e-mail and by priority commercial post of the intention to hold a Student Professional Behaviour Review and provided with suggested times and dates. It is the student's responsibility to provide the School with current email, postal and telephone contact information. Failure to do so may result in shorter or no notice being received. In such a case the meeting may take place without the student. The letter notifying the student of the meeting shall include a summary of the alleged breach of professional standards and an outline of the procedures to be followed at a Student Professional Behaviour Review. If the student wishes to file a written response to the allegation, it must be received within fourteen calendar days of the date on which the notification of the Review was sent to the student. All parties are required to inform the Review Committee of their intention to call witnesses and the names of these~~

requirement, the matter may be referred for a Professional Behaviour Review. https://www.yorku.ca/secretariat/policies/policies/student-professional-behaviour-policy-bscn/

3. **Other Learning Environments**: When allegations of a breach of professional behaviour standards are reported to have occurred in a venue other than a BScN course or practicum, the matter will be investigated by the Undergraduate Program Director or designate. The Office of Student and Community Relations may be consulted. If no resolution is achieved or if conditions agreed to by the student are not fulfilled the matter may be referred for a Professional Behaviour Review. https://www.yorku.ca/secretariat/policies/policies/student-professional-behaviour-policy-bscn/

2. PROFESSIONAL BEHAVIOUR REVIEW
Any suspected breach of professional behaviour that is deemed so serious that it may warrant requiring withdrawal from the program will be cause to initiate a Student Professional Behaviour Review under the Student Professional Behaviour Policy. https://www.yorku.ca/secretariat/policies/policies/student-professional-behaviour-policy-bscn/

References

Canadian Nurses Association. (2017). Ethics for Registered Nurses (CNA Code of Ethics). https://www.cna-

witnesses at least seven calendar days prior to the Review.
4. ~~The student has seven days to respond so as to fix the time and date for the meeting. If the student does not respond in a timely way, the Review may take place without the student.~~
5. ~~The student may be accompanied by a representative. In such a case, the representative's name and relationship to the student must be provided to the Director in advance of the Review.~~
6. ~~The Director or designate chairs the Review and a School staff person takes notes. The representatives of the School first present their concerns. If witnesses are present they are called to present their information concerning the alleged behaviour of the student. The student is then given an opportunity to ask questions about the concerns and evidence presented and to respond to them. Finally, the representatives of the School have an opportunity to comment on any issues or information that has been presented by the student. The Review Committee is not bound by formal rules of evidence applicable in courts of law.~~
7. ~~When all available relevant evidence and witnesses have been heard and both the School and student have had opportunity to provide comment, the Review Committee shall then enter into a closed session to determine whether a breach of professional standards or ethics has occurred and, if so, what actions will be taken. The decision is made by a majority vote of the review committee.~~

aiic.ca/en/nursing/regulated-nursing-in-canada/nursing-ethics

College of Nurses of Ontario. (2019). Practice Standard: Code of Conduct. https://www.cno.org/globalassets/docs/prac/49040_code-of-conduct.pdf

College of Nurses of Ontario. (2019a). Practice Standard: Ethics. https://www.cno.org/globalassets/docs/prac/41034_ethics.pdf

College of Nurses of Ontario. (2018). Practice Standard: Professional Standards, Revised 2002. https://www.cno.org/globalassets/docs/prac/41006_profstds.pdf

York University. (2011). Academic Honesty. https://www.yorku.ca/secretariat/policies/policies/academic-honesty-senate-policy-on/

York University. (2013). Academic Calendars: Student Conduct and Responsibilities (Academic and Non-Academic). http://calendars.registrar.yorku.ca/2013-2014/policies/student_conduct/index.htm

York University. (2021). Code of Student Rights & Responsibilities. https://www.yorku.ca/secretariat/policies/policies/code-of-student-rights-and-responsibilities-presidential-regulation/

8. ~~A Student Professional Behaviour Review will result in one of four outcomes:~~
   0. ~~A finding that no breach of professional standards or ethics has occurred. No records will be retained.~~
   1. ~~A finding that a breach of professional standards or ethics has occurred but it is determined that no action other than remedial educative measures will be taken;~~
   2. ~~A finding that a breach of professional standards or ethics has occurred that warrants the imposition of conditions on the student as a requirement for continuation in the program.~~
   3. ~~A finding that a breach of professional or ethical standards has occurred that warrants either or both assigning a grade of F in the course and withdrawal of the student from the Bachelor of Science in Nursing Honours degree program.~~
9. ~~The decision of the committee must be communicated to the student in writing, delivered by hand or by mail. A record of the decision will be retained in the Office of the Director of the School of the School of Nursing, regardless of the severity of the penalty, and be held for a time consistent with the University's~~

York University. (n.d.). Human Rights Policies and Procedures. https://rights.info.yorku.ca/york-university-human-rights-policies-and-procedures/

York University. (2019). Sexual Violence Policy. https://www.yorku.ca/secretariat/policies/policies/sexual-violence-policy-on/

| records retention guidelines. This record is for internal academic purposes only. A note shall be placed on the Student Information System to bar withdrawal from the course.

E. Appeals

1.   Students may appeal to the Senate Appeals Committee a decision rendered from a Student Professional Behaviour Review on the grounds permitted by the procedures of that Committee. | |