SickKids Graduate Nursing Student Placement Process

1. APN Preceptors communicate their availability to CFN Educator

2. CFN Educator sends placement availability for Graduate Nursing Students to Academic Placement Coordinators

3. Students select placements in consultation with Placement Coordinator & submit SickKids application forms to Placement Coordinator

4. Completed application forms are forwarded to SickKids CFN Educator by Placement Coordinator

5. CFN Educator reviews applications in consultation with MN/NP Preceptors

6. CFN Educator e-mails advance notice of placement to Placement Coordinators & Preceptors

7. Placement Coordinator informs students re: outcome of SickKids placement

8. Students & Preceptors ensure mutual understanding of goals & confirm that learning needs can be appropriately met

9. Preceptors inform CFN Educator of any issues & declined placement

10. CFN Educator sends final placement confirmations to Placement Coordinators

11. Students submit SickKids specific documentation to Placement Coordinators 4 weeks in advance of clinical placement

12. Placement Coordinator forwards all forms to SickKids 2 weeks in advance of clinical placement

Legend
- CFN Educator
- Grad Student
- Placement Coordinator
- Preceptor