



## ***GUIDELINE RELATING TO REQUESTING CHANGE OF ALLOCATED UNROSTERED PLACEMENT***

### ***BSC NURSING (GENERAL, MENTAL HEALTH, INTELLECTUAL DISABILITY, & B.Sc. MIDWIFERY)***

The BSc Nursing Programmes acknowledge the ethos of adult learning while meeting the requirements and standards of An Bord Altranais. Clinical experience is valued and it is acknowledged that opportunities to integrate theory, clinical learning and the development of clinical skills are fundamental to the structure and delivery of the programme (Curriculum Design Document) and to the development of students' competence.

Students undertaking the BSc Nursing Programmes (General, Mental Health, & Intellectual Disabilities and Midwifery) are required to undertake unrostered clinical placement modules that are graded on a pass/fail basis. Successful completion of these modules is dependent on 100% attendance during placement and the attainment of competencies as per competency documentation..

An award of a P grade in these unrostered clinical placement modules implies full attendance. An N grade implies a deficiency that must be cleared prior to progressing to the next year of the programme. An I grade may also be awarded implying illness, please refer to Student handbook for specific guidelines. Unrostered clinical placement modules do not affect QCA. (Student Handbook, University of Limerick).

Student placements are posted at least one month prior to placement. Students are only permitted to change allocated placements in **exceptional** circumstances as placements are planned carefully to meet all requirements as stated above. Requests will only be considered within one week of posting.



### ***Guideline for request of change of placement***

- Student must complete the necessary form and submit to the allocations office in The University of Limerick for consideration of their request. Verbal requests will not be processed. The student may be requested to meet with the Allocations Officer.
- Consideration will be given to each request on an individual basis taking in to account the exceptional circumstances involved, the placement area and type and any other relevant factors i.e. past attendance records, etc.
- Should the request be deemed appropriate the allocations office will liaise with the relevant Allocations Liaison Officer.
- Decision will be communicated in writing to the student.



## Request Form: Change of Placement

Student Name: \_\_\_\_\_ Programme: \_\_\_\_\_

Student ID: \_\_\_\_\_ Academic Year: \_\_\_\_\_

Placement Type: \_\_\_\_\_ Module Code: \_\_\_\_\_

Allocated Placement:

\_\_\_\_\_

Request for consideration:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Rationale for request:

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\_\_\_\_\_  
\_\_\_\_\_  
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### Allocations Office use only:

Received on: \_\_\_\_\_ By: \_\_\_\_\_

Action Taken:

\_\_\_\_\_  
\_\_\_\_\_

Communicated to student on: \_\_\_\_\_ By: \_\_\_\_\_

Any further comment/Action

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\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
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