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NORTHERN DISTRICT SCHOOL OF NURSING

PLAN OF TRAINING

AND

CONDITIONS OF APPROVAL

PARTICIPATING HOSPITALS :
BENDIGO AND NORTHERN DISTRICT BASE HOSPITAL
CASTLEMAINE DISTRICT COMMUNITY HOSPITAL
ECHUCA DISTRICT HOSPITAL
KINETON DISTRICT HOSPITAL
MILDURA BASE HOSPITAL
ST. ARNAUD AND DISTRICT HOSPITAL
SWAN HILL DISTRICT HOSPITAL

Teaching Centre: Lister House, 37 Rowan Street, Bendigo.

Participating Hospitals:

1. The Bendigo and Northern District Base Hospital
2. Castlemaine District Community Hospital
3. Echuca District Hospital
4. Kyneton District Hospital
5. Mildura Base Hospital
6. St. Arnaud and District Hospital
7. Swan Hill District Hospital.

Group A: Kyneton District Hospital

Group B: Castlemaine, Echuca, St. Arnaud and Swan Hill Hospitals.

Group C: Bendigo and Mildura Hospitals.

Plan of Training:

Group A: Nurses recruited through hospitals in this group are required to spend a maximum period of one year in same. This year is to be the first year of training; the second and third years being spent at either Mildura or Bendigo Base Hospitals.

Group B: Students from Castlemaine, Echuca, St. Arnaud and Swan Hill District Hospitals commencing after July 1962 will transfer to a Base Hospital for twelve months (or such shorter time as may be approved by the Victorian Nursing Council) as soon as possible after the first year of training.

Group C: Students from Bendigo and Mildura Base Hospitals commencing after July 1962 will complete three years training without transferring to Group B hospitals except in special cases where it is considered by the School Education Committee to be an advantage to the student to be transferred to a Group B Hospital for a minimum period of three months and not exceeding a period of twelve months.

Conditions of approval are as follows:

1. Participating hospitals are required to remain in the scheme for a minimum period of not less than five years.
2. The training authority will be the School and students will be students of the School and not of any individual hospital.
3. The School will be the authority responsible to the Victorian Nursing Council for students with regard to enrolment, examination and matters relating to nursing education.
4. The policy decided upon by the School regarding the education and training of nurses is to be carried out by each of the participating hospitals.
5. The hospitals are to employ teaching staff who will be members of the hospital staff, but who are to conform to the educational direction of the School.
6. The hospitals are to provide -
 - i. adequate skilled supervision in the wards,
 - ii. sufficient ward equipment to enable students to adequately perform their tasks,
 - iii. planned ward duty to provide balanced experience for trainees.
7. The Dean of the School is to inform herself upon the standard of training within the associated hospitals, inspect all training in progress, the teaching departments and interview student nurses on educational matters. Following official visits to the associated hospitals the Dean shall forward to the Victorian Nursing Council a confidential

report a copy of which shall be forwarded to the hospital concerned.

8. Recruitment of students will be by the School and through the hospital to the School.
(Student nurses who have been granted a concession in view of training previously undertaken will be referred to the School and not to the individual hospitals.)
9. Selection of students shall be by the Dean of the School and Matrons of the associated hospitals. The Dean of the School will ordinarily accept for training applicants who have been selected by the Matrons and an applicant so selected will not be rejected by the Dean without consultation with the Matron concerned.
Selection should be based on the following factors:-
 - i. Education,
 - ii. Intelligence Quotient,
 - iii. Personality,
 - iv. Background.The minimum educational requirements of the Council should be accepted if the Intelligence Quotient and other factors are satisfactory. Selection should be undertaken by an expert Selection Committee.
10. Application forms - Associated hospitals will use the form prepared by the School.
11. Medical Examination - The Dean of the School or the Matron of an associated hospital is required to satisfy herself that an applicant is medically fit to undertake her training.
12. Termination of training of any student will be the responsibility of the School if necessary after consultation with the Hospital concerned.
13. The School Authority will be responsible for arranging the programme of training of each trainee (including annual leave.) The School Authority will be responsible for moving students between the associated hospitals and the School for the required clinical experience and theoretical instruction. Such movements should be planned and reduced to the minimum number. The Dean will direct the Base Hospitals as to the practical experience required and length of time to be spent in each department by students transferring from Group B hospitals.
14. Record Cards - Record Cards may be designed by the School provided the requirements of the Victorian Nursing Council are adequately recorded. Cards must be kept in duplicate, one being kept at the School and the other shall accompany the student and it shall be kept up to date by the responsible authority. The School will make arrangements with the hospital for keeping its own records up to date.
A copy of each student's record card must be sent to the Victorian Nursing Council on completion of training.
15. Male Nurses - Approval has been given for the Northern District School of Nursing to be a Training School for Male Nurses.
16. Invalid Cookery - The School may conduct its own course of instruction in Invalid Cookery. The syllabus of the course to be :-
 - i. 8 lectures in Normal Nutrition
 - ii. 6 practical lectures designed to give the student sufficient skill to deal with any simple cooking she may be called upon to undertake, such as
 - (a) preparation of drinks - milk, bland, high-caloric,
 - (b) cooking and serving of eggs in various forms,
 - (c) semi-solids and light solids such as junkets, jellies, custards, brains, etc.Students will be required to pass an internal examination conducted by the School and the Council will require to approve the qualifications of the Instructor.

- iii. 8 lectures in Dietetics and Diet in Disease to be given during the second year of training. Students holding an approved Cookery Certificate will be exempt from the lectures in Normal Nutrition and practical instruction but will receive lectures in Dietetics and Diet in Disease.

WE HEREBY AGREE TO ACCEPT AND COMPLY WITH THE FOREGOING PLAN AND CONDITIONS OF TRAINING AS APPROVED BY THE VICTORIAN NURSING COUNCIL.

FOR AND ON BEHALF OF

.....President

.....Manager/Secretary