



Department of Health and Community Services

Recruitment and Retention Fund for Nurses

Policy Title: Bachelor of Nursing Bursary Program

Effective Date: September 1, 2008

Branch/Division: Policy & Planning
Office of the Chief Nurse

Revised: September 25, 2009

Approved By: Anita Ludlow
Provincial Chief Nurse

Deadline for Generic Program: Applications are due on or before Jan 31 of each year or 3 months prior to graduation of the 4th year, whichever occurs first.

Deadline for Fast- Track Program: Applications are due on or before June 30 of each year or 3 months prior to graduation of the 2nd year, whichever occurs first.

I. Policy Statement

The Department of Health and Community Services is committed to health human resource planning including the development of strategies to assist with the pursuit of education in nursing. The purpose of the Bachelor of Nursing Bursary Program is to provide financial assistance to students of the Bachelor of Nursing (Collaborative) Program.

II. Definition

The Bachelor of Nursing Bursary Program provides students enrolled full-time in either year three or year four of the Bachelor of Nursing (Collaborative) Program and students enrolled in year one or year two of the Fast Track Option a \$2,500 bursary per each academic year. Each \$2,500 bursary will require the student to commit to a one year service agreement, as a registered nurse, with a regional health authority in Newfoundland and Labrador upon completion of the Bachelor of Nursing Program.

III. Goals

- 3.1 To provide financial assistance to Bachelor of Nursing students who commit to work in Newfoundland and Labrador for a specific period, as a registered nurse, upon completion of the BN program.
- 3.2 To recruit and retain new Bachelor of Nursing graduates for Newfoundland and Labrador.

IV. Policy Application

This policy applies to:

4.1 Eligible Students

4.1.1 Students enrolled in either year three or year four of the Bachelor of Nursing (Collaborative) Program. Students enrolled in year four, who did not receive the bursary in year three, are eligible for a \$5,000 bursary with a two-year service agreement.

4.1.2 Students enrolled in either year one or year two of the Bachelor of Nursing (Collaborative) Program Fast Track Option. Students enrolled in year two, who did not receive the bursary in year one, are eligible for a \$5,000 bursary with a two-year service agreement.

4.1.3 Residents of Newfoundland and Labrador who are enrolled in the last two years of an approved registered nurse program in another Canadian jurisdiction.

4.2 Eligible Regional Health Authorities

4.2.1 Regional Health Authorities (RHAs) in Newfoundland and Labrador.

4.3 Newfoundland and Labrador Health Boards Association (NLHBA)

V. Policy Directives/Accountabilities

5.1 Student Responsibilities

5.1.1 The student is responsible for review of the terms and conditions of the bursary, and compliance with these terms and conditions.

5.1.2 Each bursary has a one-year service agreement with a RHA. Students who agree to work in casual and part-time positions will be required to complete this service agreement within a two-year period.

5.1.3 Students who wish to change RHAs prior to commencing the service agreement must secure employment and the required written service agreement with the new RHA. The student is required to inform the original RHA of the change.

5.1.4 Students who change RHAs after the start of their one-year service agreement but maintain their eligibility for the bursary must sign a revised service agreement with the new RHA. The student must fulfill the remainder of their service agreement with the new RHA.

5.1.5 If conditions of the service agreement are not fulfilled, the student agrees to repay the prorated portion of the bursary.

5.2 RHA Responsibilities

5.2.1 The RHA will be responsible for securing a permanent or term registered nurse position for the student, for a minimum of one year. Students who request casual or part-time employment will be considered on an individual basis by RHAs. Each bursary has a one-year service agreement.

- 5.2.2 The RHA is responsible for establishing a written service agreement with the student.
- 5.2.3 The RHA submits the written service agreement to the NLHBA.
- 5.2.4 In the event of a default on the required service agreement, the RHA is responsible to arrange for repayment of the bursary to the NLHBA and to notify the NLHBA in writing of the default.

5.3 NLHBA Responsibilities

- 5.3.1 The NLHBA will issue funds to the recipient upon receipt of a signed service agreement from the RHA, if the recipient is a student. If the student is currently working for the RHA the NLHBA will issue funds to the RHA upon receipt of a signed service agreement. Deductions would be required at source from the RHA.
 - 5.3.2 The NLHBA will maintain accounting records and provide financial reporting to the Department of Health and Community Services.
 - 5.3.3 The NLHBA will complete an annual report. The annual report will include:
 - Name of RHA
 - Student name
 - Area of practice where the student will work
 - Repayments received (where applicable)
- 5.4 The service agreement may be extended for pregnancy or health related matters and other reasons approved by the RHA.

VI. Monitoring and Evaluation

- 6.1. The NLHBA will monitor financial implications and policy implementation.
- 6.2. The Provincial Chief Nurse will monitor the effectiveness of the program on the recruitment and retention of new Bachelor of Nursing (Collaborative) Program graduates.
- 6.3. The policy will be reviewed by RHAs, NLHBA and the Provincial Chief Nurse after one year.

VII. Enquiries

All enquiries relating to this policy should be referred to:

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