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Université d'Ottawa
Faculté des sciences
de la santé

École des sciences
infirmières

University of Ottawa
Faculty of Health
Sciences

School of Nursing

July 30, 2020

Re: Time off work for mandatory in-person nursing education

To Whom It May Concern,

This letter is to provide information on the need for Honours Bachelor of Science in Nursing students to have short notice time off to return to the University of Ottawa for mandatory course related in-person education. Due to the COVID 19 pandemic all clinical placements and in-person skill labs for nursing students were canceled in the spring. This meant that students conducting the clinical and lab portions of their courses were unable to complete their courses.

In order for students to demonstrate the attainment of the essential skills, knowledge, and critical thinking to meet course outcomes and entry to practice competencies that are mandated by the College of Nurses of Ontario to become a registered nurse, students need to return for intensive skill lab sessions in-person in August. These sessions will take place over a 2-day period between August 10, 2020 and August 28, 2020. Thus, your employee may be asking for several days off anywhere within this timeframe.

We realize that this short notice is difficult for employers as well as the students. However, as you can appreciate due to the pandemic many decisions are long in planning but short notice to execute. As one of the top 10 Universities in Canada, the University of Ottawa is a centre for research and education and generally has over 40,000 people on campus. Planning is complex as there is a need to balance various types of access to campus (researchers, students). Thus, in keeping with the recommendations of Ottawa Public Health and in collaboration with senior administration of the University of Ottawa and the Faculty of Health Sciences, the School of Nursing has just recently confirmed the safe return of students.

We would like to thank you for your understanding in supporting your employee in this short notice request and supporting their education. These intensive in-person activities will help students complete their course and enable them to advance to their next year of study. Denying the needed time off will mean that the student will be held back an entire year. Our students are the future frontline workers and there is a need for registered nurses in particular.

If you have any questions, please feel free to contact me at the email below.

Sincerely,

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Full Professor

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