

Learner Orientation

All learners that rotate through Western Health must complete an on-site orientation. This orientation may differ in some ways, site to site, but they all must complete the following:

1. Complete and return Meditech and Network Access forms directly to Medical Services at learner@westernhealth.nl.ca or by fax at 709-634-5063 to ensure their usernames and passwords are ready upon their arrival.
2. Review the Confidentiality Policy and sign the oath/affirmation at the orientation session.
3. Provide a copy of their PHIA (Personal Health Information Act) certificate before their arrival. If they have not yet completed the PHIA online program and would like information on how to access contact Medical Services for directions.
4. Fax a copy of their immunization records to Western Health's Employee Health Department at (709) 637-5047, or send via email to employeehealth@westernhealth.nl.ca. This is a requirement, as per the Employee Health policy, 3-04-210, which notes all health care workers, learners and volunteers must provide a copy of their immunization records. They must also complete the attached Pre- Placement Health Assessment form and forward to Employee Health with their Immunization records. It is important to note that they will be unable to start their rotation with Western Health until their Pre-placement Health Assessment form and Immunization Records are received by the Employee Health Department.

All Learners are provided with an on-site tour of the facility they are visiting by a member of the administration staff or preceptor.