FREQUENTLY ASKED QUESTIONS

B. TECH: OCCUPATIONAL HEALTH NURSING (BTOCNU)

WHAT IS THE COURSE AIM?
This course offers nurses registered with the South African Nursing Council (SANC), as a Registered Professional Nurse (RPN), the opportunity to specialize in Occupational Health Nursing.

HOW DO I APPLY?
Contact the website: http://www.cput.ac.za for the application forms.
Application forms are also available for collection at the Administrative Office of CPUT.

WHAT SHOULD I DO IF I AM A FOREIGN STUDENT?
Foreign students should visit the South African Nursing Council (SANC) Website www.sanc.org.za to obtain the Guideline for registration of foreign nurses in order to pursue studies of additional qualification in South Africa. Alternatively, you could obtain a copy of the Guideline at the reception of the Post-graduate Nursing Office in the Old Sciences Building, First floor, Room C105, Bellville Campus. The applications of foreign students will not be accepted unless these students have submitted all the documentation to SANC for limited registration with SANC for the duration of their studies.

WHEN SHOULD THE APPLICATION FORMS BE SUBMITTED?
Application forms should be submitted with R100.00 application fees by 31 August 2011. Late applications should be submitted with R150.00 by 31 October 2011.

WHAT ARE THE ADMISSION REQUIREMENTS?
Applicants must have a Senior Certificate or an equivalent qualification and submit proof of current registration with:
• SANC as a General Nurse, and
• A professional body for indemnity purposes e.g. DENOSA, SAMWU, NEHAWU, SASOHN, etc.
Furthermore,
• All applicants must have completed their year of Community Service post-training,
• It is the responsibility of the learner to maintain both these memberships for the duration of the study period, and
• Each applicant must attach an updated curriculum vitae to their application.
WHO DO I CONTACT REGARDING POST-BASIC NURSING QUERIES?
Ms R. Rayners at 021 9538644.

WHO IS THE FACILITATING LECTURER?
Ms Margot Pretorius. Contact details: PretoriusM@cput.ac.za Tel. 021 9596093.

WHAT IS THE DURATION OF THE COURSE?
The B Tech: Occupational Health Nursing qualification is offered as a two-year part time programme, and students have four years to complete the course, including practical requirements.

HOW IS THE COURSE STRUCTURED?
The Course includes four subjects with respective modules. Students are advised to register for and commence with the elective subjects.

Elective subjects:
Occupational Health Nursing 4 (OHN400M), which is comprised of the following modules:
- Occupational Health Nursing 4 – Module A (OHN400A)
- Occupational Health Nursing 4 – Module B (OHN400B)
- Occupational Health Nursing 4 – Module C (OHN400C)
Occupational Health 4 (OCH402S), which has no modules

Core subjects
Nursing Management 4 (NMA400M)
- Professional Practice Module A (NMA400A)
- Health Information Systems Module B (NMA400B)
- Management and Organisation Module C (NMA400C)

Nursing Research 1 (NRE100M)
- Epidemiology Module A (NRE100A)
- Research methods Module B (NRE100B)

DO I NEED TO WRITE AN ENTRANCE EXAMINATION?
No entrance examination is required.

WHEN WILL I ATTEND LECTURES?
Attendance of all the classes is compulsory.

- Should you miss a class an apology is required and, for missing a test or examination, a medical certificate is required.
• Please take note that should you miss a class, the onus will be on you to update yourself on what you have missed. No additional notes will be made available for learners if they were absent from classes when the material was presented. Please ensure that you ask a fellow learner to collect any handouts that were distributed in class for you.

• Non-attendance will negatively impact on your study achievements and therefore a 100% attendance should be aimed for. Your success will be deferred should you attend less than 80% of the scheduled lectures. An attendance register will be present at each class – please ensure that you sign it.

Class dates and times:

• Compulsory computer skills development
  Computer skills training will be offered on the first six consecutive Saturdays – dates and venues will be announced during orientation in January 2012.

• Occupational Health Nursing 4 and Occupational Health 4 lectures will be offered during the compulsory block sessions from 09h00 to 16h00 on the following dates:
  - 30 January – 3 February 2012
  - 27 February – 2 March 2012
  - 16 – 20 April 2012
  - 21 – 25 May 2012
  - 25 – 29 June 2012
  - 16 – 20 July 2012 (Practical placements)
  - 6 – 10 August 2012
  - 1 – 5 October 2012
  - 29 – 30 October 2012

Please take note that the above dates do not include the other required experiential learning.

• Nursing Research 1 lectures will be offered during the compulsory block sessions from 09h00 to 16h00 on the following dates:
  - 16 - 20 January 2012
  - 04 - 09 March 2012
  - 11 -15 June 2012
  - 17 – 21 September 2012
  - 11 October 2012

• Nursing Management 4 lectures will be offered during the compulsory block sessions from 09h00 to 16h00 on the following dates:
  - 05 – 10 February 2012
  - 25 - 29 March 2012
  - 13-18 May 2012
  - 20 - 24 August 2012
  - 21 – 24 October 2012
Three additional courses that are compulsory and must be attended are:

- HIV/AIDS Management from 2 – 4 July 2012
- Level One First Aid Course – dates to be announced
- Emergency Controllers Course – date to be announced

**WHEN DO I ATTEND OCCUPATIONAL HEALTH NURSING EXPERIENTIAL LEARNING?**

One block is planned for 16 – 20 July 2012. The remainder of the experiential learning, as per the requirements of the practical workbook, will be completed during your own time between Mondays and Fridays. According to SANC requirements, you are required to complete 200 practical hours. A portion of these hours will be coordinated by the Clinical Skills Coordinator, Mrs Natalie Copeling.

**WHAT IS THE COST OF THE COURSE?**

*Note: The fees are increased annually. Below are the fees for 2011*

The registration fee is R615.00

- Occupational Health Nursing 4
  - Occupational Health Nursing 4 – Module A: R870.00
  - Occupational Health Nursing 4 – Module B: R870.00
  - Occupational Health Nursing 4 – Module C: R870.00
  - Occupational Health 4 (OCH402S): R2470.00

- Nursing Management 4
  - Professional Practice Module A: R600.00
  - Information Systems Module B: R600.00
  - Management and Organisation Module C: R600.00

- Nursing Research 1
  - Epidemiology Module A: R600.00
  - Research Methods Module B: R1160.00

A fee of R250.00 will be charged per subject for printing, notes and handouts. Details regarding prescribed books and costs will be available at Orientation in January 2012.

**WHAT SHOULD BE DONE IF I APPLY FOR EXEMPTION OF SUBJECTS?**

- Only students who are registered may apply for exemption.
- Exemption can at most be awarded for 50% of the B.Tech programme i.e. for a maximum of two subjects if qualification was obtained at another institution.
- A formal written application for exemption of any subject has to be submitted to the Faculty Office before 24 January 2012.
- Complete the front page of the application form only.
• Applications should be accompanied by the following:
  o Receipt of payment
  o Certified copies of evidence to substantiate the application e.g. certificates, diplomas, transcripts and marks.
• Currently, a fee of R20.00 is required for recognition of internal subjects and R40.00 for recognition of subjects acquired at another institution. These fees are subject to change.
• Applicants are responsible for ensuring that their applications have been submitted and followed up with the respective lecturers, until they have been informed that their applications have been approved.
• You may apply for an exemption for Management 4 if you are registered with the SANC as a Nurse Administrator and you submit your transcript and marks from the institution where you obtained the qualification.
• You may apply for an exemption for Nursing Research 1 if you have written your own proposal and you provide the transcript and marks from the institution where you obtained your qualification.

WHAT SHOULD I DO IF MY QUALIFICATION WAS OBTAINED MORE THAN 10 YEARS AGO OR IF I HAVE NOT PRACTICED THE OCCUPATIONAL HEALTH NURSING SKILLS?
• Register for Occupational Health Nursing 4 (OHN400M) full course and the modules.
• Register for Occupational Health 4 (OCH402S).

WHAT IS THE QUALIFICATION THAT I WILL BE REGISTERED WITH?
After successful completion of the B. Tech.: Occupational Health Nursing degree, the names and declarations of learners will be submitted to SANC for registration of an additional qualification in Occupational Health Nursing Science (R212).

WHAT SHOULD I DO IN ORDER TO REGISTER WITH SANC AFTER COMPLETION OF THE QUALIFICATION?
Apply to SANC using the application form and pay the required fee for the registration of the additional qualification in Occupational Health Nursing Science (R212). The fee was R150.00 in 2011.

The receipt for the fee for the additional qualification together with the completed SANC application form must be handed in at the secretary’s office before graduation in order for your name to be forwarded to SANC. Failure to adhere to this process could lead to a delay in registration of your qualification at SANC.