

FREQUENTLY ASKED QUESTIONS 2016

B. TECH: NURSING: PRIMARY HEALTH CARE

1. WHAT IS THE COURSE AIM?

This course offers nurses, registered with the South African Nursing Council (SANC) as a Professional Nurse and Midwife (PN and RM) the opportunity to specialize in Clinical Nursing Science, Health Assessment, Treatment and Care (R48). This course is aimed at providing the Primary Care Nurse Specialist, with specialized theoretical in-depth knowledge, clinical skills, administrative skills and competencies in order to render primary health care within a District Health System and within other health establishments.

2. HOW DO I APPLY?

Contact the website: <http://www.cput.ac.za> for the application forms. Our application form is will be available at all campuses and on our website as from May 2015. You are welcome to collect an application form at your nearest campus or download the form. We are accepting new applications as from 11 May 2015 – 30 September 2015.

3. WHAT SHOULD I DO IF I AM AN INTERNATIONAL STUDENT?

International 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 for an additional qualification in South Africa.

International Applicants (Foreign Citizens)

- 3.1. Certified copies of the following documents must accompany this form (must be less than three (3) months old):
- 3.2. Please submit the following documents:
 - a) Permanent residency applicants: Passport and proof of permanent residency/SA Identity Document/ Card.
 - b) Refugee asylum seeker temporary permit/formal recognition of refugee status in the RSA

- 3.3. Passport
- 3.4. Your school-leaving certificate should be submitted with the English translation of the certificate.
- 3.5. Students with qualifications from the West African Examination Council (WAEC) and the National Examinations Council (NECO) should submit a scratch card.
- 3.6. An evaluation by the South African Qualifications Authority (SAQA) is mandatory for all non-African qualifications. SAQA can be contacted at: Postnet Suite 248, Private Bag X06, Waterkloof 0145, South Africa. Tel: +27 (0)12 431 5000; Web: www.saqa.org.za
- 3.7. International Post-Basic Nursing applicants will only be accepted if they have obtained a provisional acceptance letter from the Registrar at CPUT and provide proof of the documents listed below. This letter from the Registrar must accompany the student's application for temporary registration with the South African Nursing Council (SANC).

Documents required:

- a) Proof of temporary registration with the SANC for two (2) years
 - b) A Study Permit from the Department of Home Affairs and
 - c) A document indicating approval of nursing qualifications from and certified by SAQA
- B Tech Nursing applicants must submit a SAQA certificate.
 - Congo-Brazzaville applicants must submit the Liste des Admis au Bac.
 - Applications from DRC CONGO must also submit JOURNAL with their qualifications.
 - Students from Angola, Cameroon and all the countries not mentioned above, must submit a letter from their respective embassies CONFIRMING AUTHENTICITY of documents and certificates of the candidate. For any further enquiries contact the Office of International Affairs (OIA) on Tel: +27 21 959 6085 (Bellville campus);
Tel: +27 21 460 8390 (Cape Town campus).
- NB: Closing date: 28 August. No late applications will be accepted.

4. WHEN SHOULD THE APPLICATION FORMS BE SUBMITTED?

Application forms should be submitted with R100.00 application fees by 30 September 2015.

Fees are subject to change.

5. WHAT ARE THE ADMISSION REQUIREMENTS?

Applicants must have the following:

- Matric certificate or equivalent
- Proof of registration with SANC as a General Nurse for the current year (2015)
- Proof of registration with SANC as a Midwife for the current year (2015)
- Membership of a professional body for indemnity purposes e.g. DENOSA, SAMWU, NEHAWU, etc.

Furthermore,

- All applicants must have completed their year of Community Service i.e. post-training, and an additional two years of clinical practice in a health facility.
- Study leave will be beneficial towards your studies.
- If you attended any other higher education institution, an original **Academic Record** and a Certificate of Conduct, or certified copies of other certificates/ diplomas/ degrees obtained previously, must also be submitted.

Documents to be submitted with your application form:

- A certified copy (less than 3 months old) of the first page of your Identity Document/Card must accompany your application.
- A certified copy (less than 3 months old) of your Senior Certificate or equivalent qualification must be submitted with your application.
- If you attended any other higher education institution, an original Academic Record and a Certificate of Conduct, or certified copies (less than 3 months old) of other certificates/ diplomas / degrees obtained previously, must also be submitted.
- An updated Curriculum Vitae
- A certified copy (less than 3 months old) of registration with SANC as a General Nurse for the current year (2015).
- A certified copy (less than 3 months old) of registration with SANC as a Midwife for the current year (2015).
- A certified copy (less than 3 months old) of membership of a professional body for indemnity purposes e.g. DENOSA, SAMWU, NEHAWU, etc.
- Should the name on the Senior Certificate or equivalent qualification differ from the name on the application form, proof should be provided to explain the change in name.

CPUT reserves the right to verify and take legal action if documents are not authentic.

Please note:

- It is the responsibility of the learner to maintain both these memberships (SANC and Indemnity) for the duration of the study period, and
- Each applicant must attach updated curriculum vitae to their application.
- ***Make four copies of the above documentation i.e. one copy with application, one copy with registration and two copies for the post-basic nursing department.***

6. WHO DO I CONTACT REGARDING POST- BASIC NURSING AT THE HEALTH SCIENCE OFFICE?

Ms C. Samaai at 0219538426 or email SamaaiC@cput.ac.za between 07:30 – 16:00 at the Clinical Skills Laboratory in the G-Block of the Education Building or Ms J. Adams at 021 9596183 or AdamsJu@cput.ac.za at reception Post- Graduate Nursing in the Education Building, Bellville campus.

7. WHAT IS THE DURATION OF THE COURSE?

The B Tech: Primary Health Care Nursing qualification is offered as a one year full time or two-year part time program.

Should you exceed the duration of study due to incomplete practica, it is your responsibility to ensure that you are registered for the required module and that you meet the current requirements of that module. Students may not register for another course e.g. Diploma: Nursing Management if the degree and practical hours are not completed.

8. HOW IS THE COURSE STRUCTURED?

The program includes four subjects with the respective modules:

It is advisable to commence with the elective subjects.

8.1. Elective Subjects

8.1.1. Primary Clinical Skills – Physical Assessment (PHC401S)

8.1.2. Primary Clinical Skills – Theory (PHC402S)

8.1.3. Pharmacology (PHC403S)

8.1.4. Clinical Portfolio (PHC404S)

8.1.5. Community Orientation (CMN402S) (not for yellow bar)

8.2. Core Subjects

- 8.2.1. Professional Practice (NMA401S)
- 8.2.2. Health Information systems (NMA402S)
- 8.2.3. Management and Organisation (NMA403S)
- 8.2.4. Epidemiology (NRE101S)
- 8.2.5. Research methods Module B (NRE102S)

9. WHEN WILL I ATTEND LECTURES?

Attendance of all the classes is compulsory.

Even if you have a previous certificate in Primary Clinical Skills, it is **compulsory** to attend lectures.

Class attendance:

Computer skills development:

Compulsory computer skills training will be offered on the first Saturday, after Orientation for three consecutive Saturday. The venue and dates will be confirmed at orientation.

Block 1:

The **COMPULSORY** Primary Health Care Theory and Practical skills block: **18 – 29 January 2016 from 09h00 – 16h00**

Block 2: IMCI

Integrated Management of Childhood Illnesses (IMCI). The theoretical component will be offered as a one-week Block, from 15 to 19 February 2016 and thereafter IMCI practical will be undertaken on days specified by the clinical skills coordinator in the week following the block.

If you already have an IMCI certificate, you will attach a certified copy of your certificate in your practical portfolio as well as a letter stating that you are practicing IMCI. If there is no evidence that you practiced IMCI, you required repeat the IMCI course.

Lectures Days:

- Primary Health Care and Community Orientation lectures will be given on Tuesday evenings from 17h30 – 20h00.
- Pharmacology lectures are offered on Wednesday evenings from 17h30 – 20h00
- Research lectures are offered on Monday evenings from 17h00 – 20h00.
- Nursing Management 4 lectures will be offered on Thursday evenings 17h30 – 20h00.

Contact sessions:

- ACTS training – January 2015 – Date to be determined.
- HIV/AIDS Management course: 30 – 29 June and 01 July 2016: Date to be confirmed.
This is a compulsory HIV/AIDS course, when you register for Pharmacology.
- Practical examinations will be concluded in June as well as October 2014. Individual dates will be provided.
- Summative theoretical examination on 27 September 2016
- Paediatric HIV/AIDS course: 14 - 16 November. Dates will be confirmed.

10. WHEN DO I ATTEND PHC EXPERIENTIAL LEARNING?

Practical learning is scheduled on weekdays and Saturdays according to the availability of clinics under the supervision of a CPUT mentors/preceptor. According to SANC, you are required to complete 960 practical hours in order to be registered as a Clinical Nurse Practitioner. This will be arranged by the Clinical Skills Coordinator.

11. WHEN DO I REGISTER?

After official acceptance from the Administration Office of your application, you will register on a designated date for your course in 2016. Ensure that you are registered for all the modules that you require as well as for the subjects for which you need exemption.

12. COMPULSORY ORIENTATION

Orientation happens the Saturday after registration in January 2016. You will be informed of the date. This will be the only time that you will be orientated to the library, writing skills department, Information Technology Department and Safety and Security. You will also be physically taken around the campus to familiarize yourself with lecture theatres and lecturing staff offices. You will also have a chance to interact with the Dean of the Faculty of Health & Wellness Sciences and the Head of the Department of Nursing who will explain the organogram of the Faculty in detail. All the lecturers in the department will be there to welcome you.

13. WHAT IS THE COST OF THE COURSE?

Note: The fees are increased annually.

The **registration fee** is R615.00.

Upfront payment for 2016 is R3700.00. Residence upfront fee is R5400.00. Registration fees including upfront payments are subject to change.

The 2015 fees below are subject to increase:

Below are the fees for 2015 in order to get an idea of the fees.

Primary Clinical Skills (PHC401S)	R 3470.00
Primary Clinical Skills PHC402S)	R 1190.00
Pharmacology (PHC403S)	R 1160.00
Clinical Practical Portfolio (PHC404S)	R 1270.00
Community Orientation (CMN402S)	R 3660.00
Professional Practice (NMA401S)	R 840.00
Information Systems (NMA402S)	R 840.00
Management and Organization (NMA403S)	R 840.00
Epidemiology (NRE101S)	R 840.00
Research Methods (NRE101S)	R 1630.00

A fee of R300.00 will be charged per subject, for notes.

Books may be purchased at CPUT.

Details regarding prescribed books and costs will be available at the secretary's office subject to increase in price.

14. 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 BTech program i.e. for a maximum of two subjects if qualification was obtained at another institution.
- An application for exemption does not mean that approval is automatic; therefore students must attend classes until exemption has been granted.
- A formal written application for exemption of any subject has to be submitted to the Ms. June Adams at reception Post- Graduate Nursing in the Education Building, Bellville campus, before **25 January 2016**.

- Applications should be accompanied by the following:
 - Receipt of payment
 - Certified copies of evidence to substantiate the application e.g. certificates, diplomas, transcripts (Content of the subject) and marks (Academic record).
- Currently, a fee of R40.00 is required for recognition of internal subjects and R80.00 for recognition of subjects passed at another institution. The fees are subject to change.
- Complete the front page of the application form only.
- 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 Nursing Research 1 if you have written your own proposal and you provide evidence of the proposal, the transcript and marks from the institution where you obtained your qualification. You should have obtained a mark of 60% for your research.

15. WHAT SHOULD I DO IF MY QUALIFICATION WAS OBTAINED MORE THAN FIVE (5) YEARS AGO OR IF I HAVE NOT PRACTICED THE PHC SKILLS?

- As a Primary Health Care Clinical Nurse Practitioner, you are required to register for Primary Health Care 4 (PHC401M) course and modules.
- Register for Community Orientation 4 (CMN402S)
- If you have not been employed and/or practiced at Primary Health Care facilities as a Clinical Nurse Practitioner, you need to register for the full course.
- If you are employed and practicing in the field, we will consider some of the practical experience for your Portfolio.

16. WHAT IS THE QUALIFICATION THAT I WILL BE REGISTERED WITH?

After successful completion of the B.Tech: Nursing: Primary Health Care qualification, a declaration and names of learners will be submitted to South African Nursing Council

(SANC) for registration of an additional qualification in Clinical Nursing Science, Health Assessment, Treatment and Care (R48).

17. WHAT SHOULD I DO IN ORDER TO REGISTER WITH SANC AFTER COMPLETION OF THE QUALIFICATION?

Apply to SANC using the SANC application form and pay the required fee for the registration of the additional qualification in Clinical Nursing Science, Health Assessment, Treatment and Care (R48). Provide CPUT with proof of the SANC payment as well as a copy of the application form. The fee was R300.00 in 2015.

The proof of payment for 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. **YOUR DECLARATION WILL ONLY BE SENT TO SANC, IF YOUR STUDENT ACCOUNT HAS BEEN SETTLED.** Failure to adhere could lead to a delay in registration.

Thank you for enquiring about our course. We hope to see you in class.

If your mind can perceive it and your heart can believe it, you can achieve it!