

## EXPLANATORY NOTE Reduced mandatory minimum professional experience placement hours during COVID 19 pandemic

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# Reduced mandatory minimum professional experience placement hours (PEP) during COVID 19 pandemic

## PURPOSE

This explanatory note has been developed to assist students who have minimal mandatory professional experience placement (PEP) hours to complete but have been prevented from finalising their placement hours because of COVID 19 related directives.

## BACKGROUND

ANMAC is responsible for the accreditation and monitoring of all nursing and midwifery education providers and programs of study that lead to eligibility to apply for registration or endorsement with the NMBA.

ANMAC and NMBA are aware that due to the ongoing COVID 19 pandemic, some students in entry to practice RN or EN programs who are close to achieving the minimum mandatory PEP hours for their program have fallen short of the requirement by a small number of hours due to COVID 19 restrictions.

The minimum mandatory PEP hours are:

- 800 hours in RN entry to practice programs
- 400 hours in EN entry to practice programs.

This explanatory note describes provisions to address situations where students who would otherwise have successfully achieved all components of their program, were unable to complete a minimal number of PEP hours because of a COVID 19 related directive.

Prior to September 2021, the provisions were for a 3% reduction in PEP hours in RN entry to practice programs and 2% reduction of PEP hours in EN entry to practice programs.

There are continuing challenges for education providers to ensure that students in entry to practice programs can achieve the mandated minimum hours for their program. Therefore ANMAC and NMBA will permit a further small reduction in PEP hours for a limited time.

The circumstances where the reduction can be applied for are described below.

## APPLICATION

The provisions of this explanatory note are only applicable:

1. when completion of mandatory PEP hours has been adversely affected because COVID19 pandemic restrictions have prevented a student from finishing placement.

2. to students in registered nurse entry to practice programs who have completed at least 95% of the 800 mandatory minimum PEP hours i.e. 760 hours.
3. to students in enrolled nurse entry to practice programs who have completed at least 96% of the of the 400 mandatory minimum PEP hours i.e. 384 hours.
4. when a student has otherwise successfully achieved all expected outcomes of PEP, has achieved the expected outcomes of the program, and meets the relevant NMBA standards for practice.
5. if ANMAC has received and approved an application from the education provider providing student's details, rationale for reduced PEP, and confirmation that student meets the standards for practice for a registered nurse/enrolled nurse (whichever is relevant).

**This explanatory note is only applicable during the COVID 19 pandemic**

## RELEVANT DOCUMENTATION

The following documentation is relevant to this explanatory note:

- Accreditation Policy and Procedure
- ANMAC Registered Nurse Accreditation Standards (2019)
- ANMAC Registered Nurse Accreditation Standards (2019) Essential Evidence
- ANMAC Registered Nurse Accreditation Standards (2012)
- ANMAC Enrolled Nurse Accreditation Standards (2017)
- ANMAC Enrolled Nurse Accreditation Standards (2009)

## PROCESS FOR REQUESTING A REDUCTION IN MANDATORY MINIMUM PROFESSIONAL EXPERIENCE PLACEMENT HOURS FOR INDIVIDUAL STUDENTS

The ANMAC CEO is responsible for approval of all applications for reduction in minimum mandatory PEP hours.

The process for an education provider to apply to ANMAC for approval of a reduction in PEP hours is as follows:

1. The education provider must apply in writing to the ANMAC CEO for approval of the reduction.
2. The following details are required:
  - Student's name
  - Number of PEP hours completed
  - Reason why the final 5% or 4% (as applicable) of PEP hours cannot be completed
  - Confirmation that the student has successfully achieved all expected outcomes of the program including meeting the relevant NMBA standards for practice
3. The student cannot graduate from the program until approval for reduction in mandatory PEP hours is received in writing from ANMAC.

Applications for a reduction in minimum mandatory PEP hours should be sent to [accreditation@anmac.org.au](mailto:accreditation@anmac.org.au)

### Date for Review

30 April 2022

For any queries relating to this explanatory note please contact Margaret Gatling, Director of Accreditation Services at [accreditation@anmac.org.au](mailto:accreditation@anmac.org.au)