

# Induction 2023 Arrival Guide

## Department of Nursing & Health Care

### Programmes:

- BSc Hons in General Nursing
- BSc Hons in Mental Health Nursing
- BSc Hons in Intellectual Disability Nursing

### Department of Nursing & Health Care:

- Head of Department: Dr Louise McBride  
Email: [Louise.mcbride@atu.ie](mailto:Louise.mcbride@atu.ie) Tel: 0749186302 Room: 2459
- Administration: Ms Christina Cuffe  
Email: [DeptofNursing.donegal@atu.ie](mailto:DeptofNursing.donegal@atu.ie) Tel: 0749186306 Room: 2469
- Nursing Allocations Officers: Ms Sandra McMonagle /Ms Bernadette Lafferty  
Email: [Nursingallocations@atu.ie](mailto:Nursingallocations@atu.ie) Tel: 0749186307 Room: 2467

## Welcome!

Welcome to ATU Donegal! We are delighted you have chosen to study in the Department of Nursing & Health Care. Induction allows you to get to know your classmates, find your way around, meet the lecturers and support staff and learn about the facilities and services you can avail of during your time here.

**It is essential you attend all the induction activities to ensure you don't miss out on any important information that will make life and learning easier at ATU Donegal.**

### **Introduction to the Department of Nursing & Health Care**

The staff and students of Nursing and Health Care and our HSE Practice Partners are really looking forward to meeting and sharing with you the exciting times and challenges that your new Nursing course will bring.

We live in a constantly changing world, but that's nothing to worry about, change spurs new ideas and stretches possibilities. How do you prepare for that? You learn. Knowledge is an exceptionally important gift, but real understanding will only come from experience. The type of experience that enables you to adapt what you've learned to whatever opportunities come your way. That's why our Nursing courses include early contact with the real world of Nursing and Healthcare. That's what gives meaning and authenticity to your Nursing course. This experience will provide you with multiple opportunities to develop, integrate and consolidate the knowledge and skills learned throughout the programme.

We'll start the week with Induction and Garda Vetting, and then meeting the Nursing staff and our practice partners. We envisage this will be the beginning of you developing a sense of what to expect from your programme. There will be time for networking and most importantly you'll meet your fellow students, who like you have chosen to study Nursing at ATU Donegal. These aren't just students; among this group of strangers will be your future best friends. You haven't met them yet, but you will!

Dr Louise McBride, Head of Department of Nursing & Health Care, together with all Department Staff welcome you to the Department and wish you every success in your studies.

### **Year 1 Nursing Tutors:**

- **General Nursing:** Elaine Walsh; [Elaine.Walsh@atu.ie](mailto:Elaine.Walsh@atu.ie)
- **Mental Health Nursing:** Maurice Murray; [Maurice.Murray@atu.ie](mailto:Maurice.Murray@atu.ie)
- **Intellectual Disability Nursing:** Lydia Fowley; [Lydia.Fowley@atu.ie](mailto:Lydia.Fowley@atu.ie)

### **Nursing Allocation Officers**

- Ms Sandra McMonagle; [Sandra.mcmonagle@atu.ie](mailto:Sandra.mcmonagle@atu.ie)
- Ms Bernadette Lafferty; [Bernadette.Lafferty@atu.ie](mailto:Bernadette.Lafferty@atu.ie)

## **Induction Wednesday 13<sup>th</sup> and Thursday 14<sup>th</sup> September 2023**

All 1<sup>st</sup> year General, Intellectual Disability and Mental Health Nursing students are required to attend on campus for Garda Vetting and Induction on **Wednesday 13<sup>th</sup> and Thursday 14<sup>th</sup> September** inclusively.

**It is very important that you attend your Course Induction. Please see the following page for dates/times of your induction.**

This is your opportunity to meet your lecturers and support staff. Our academic staff will provide all information you need about course requirements, placement information and your timetable to help you prepare for the first day of class. You will receive information about The Curve, Learning Support Centre and Computer Services. Information about Department Administration Services (Attendance letters, Department of Social Protection queries, medical certs) will be available to you on Blackboard.

Please check the ATU Donegal website for details of the induction time for your programme. You can begin the registration process with online registration before you visit the campus. The online registration includes the Higher Education Authority (HEA) survey and Quicksan assessment.

You are encouraged to complete the Online Computer Services Induction as soon as possible. Please log in to your ATU Student Email and visit our Virtual Learning Environment, Blackboard. The Student Toolkit is on Blackboard and offers everything you need to know about Student Services at ATU Donegal. Please visit <https://www.lyit.ie/Student-Hub/Student-Induction> to find more information about ATU Donegal's Connect for Success Induction Programme.

### **Garda Vetting**

You will be required to complete Garda Vetting as part of your programme on **Wednesday 13<sup>th</sup> September**. It is very important that you engage with the Garda Vetting Liaison Officer regarding these additional requirements as your **registration may not be complete until you have submitted all relevant documentation.**

All communication with students from the Department will be via your **ATU Student Email only.**

**The Faculty of Science and Health Administration Office is located at Room 2469 and is open from 10.30-12.00 and 2.00- 3.30pm daily.**

### **Additional Course Costs**

Purpose	Cost	
Course Costs	€150– student contribution towards Mandatory Training, MyCAD account, Booklets, t-shirts, Jacket.	<ul style="list-style-type: none"> <li>• Paid through ATU Student Account</li> </ul>

Please note additional costs are not covered by the SUSI grant and students are required to arrange payment through their ATU Student Account.

## DEPARTMENT OF NURSING AND HEALTH CARE

### Garda Vetting & Induction Schedule Wednesday 13<sup>th</sup> September 2023-Day 1

Programme	Date	Time	Location
Bachelor of Science (Honours) in General Nursing	13 <sup>th</sup> September 2023	9.30am	Room 1402
Bachelor of Science (Honours) in Intellectual Disability Nursing	13 <sup>th</sup> September 2023	9.30am	Room 1402
Bachelor of Science (Honours) in Mental Health Nursing	13 <sup>th</sup> September 2023	9.30am	Room 1402

### PROGRAMME INDUCTION SESSIONS-Day 1

Wednesday 13<sup>th</sup> September 2023

Programme	Room	Time	Location
All Nursing Groups	1104	12.30pm	Talk by Head of Department Dr Louise McBride & Programme Lead Tutors

### PROGRAMME INDUCTION SESSIONS-Day 2

Thursday 14<sup>th</sup> September 2023

Programme	Room	Time	Location
BSc (Hons) General Nursing Year 1 Tutor	1101	9.30-10.30	Academic Expectations, Policies & Procedures
BSc (Hons) Mental Health Nursing Year 1 Tutor	3403/3404	9.30-10.30	Academic Expectations, Policies & Procedures
BSc (Hons) Intellectual Disability Nursing Year 1 Tutor	1408	9.30-10.30	Academic Expectations, Policies & Procedures
All Nursing Groups	1101	11.00-13.00	Clinical Placement Process. Ms Sandra McMonagle & Ms Bernadette Lafferty.
<b>Meet &amp; Greet Lunch for Students with All Nursing Staff</b>			
BSc (Hons) General Nursing	1101	14.00-16.30	HSE Induction NPCD, SALO, CPC
BSc (Hons) Mental Health Nursing	3403/3404	14.00-16.30	HSE Induction NPCD, SALO, CPC
BSc (Hons) Intellectual Disability Nursing	1408	14.00-16.30	HSE Induction NPCD, SALO, CPC



Occupational Health Service,  
County Clinic, St. Conals Hospital,  
Letterkenny,  
Co. Donegal.  
Phone: 074 9123784  
Email: occupationalhealth.lk@hse.ie

Date: September 2023

**Re: Student Nurse intake to HSE - Medical Screening for Clinical Placement**

Dear Student,

Clinical placement in HSE premises is an important and necessary part of your nurse training.

The Department of Health Guidelines on Hepatitis B requires all staff considered to be at risk of contracting Hepatitis B to be vaccinated. As a healthcare worker, you may be at risk of contracting Hepatitis B. It is important that you have adequate protection against Hepatitis B.

**To ensure you are protected against infectious diseases, we require documented evidence of the following vaccinations:**

- **BCG Vaccination.**
- **MMR Vaccine x 2.**
- **Mengivac C.**

*(These records can be obtained from your local Community Care Office or your G.P.)*

**If you have received any other vaccinations, i.e., Hepatitis B, please send records.**

**You MUST submit your documented vaccination records to the HSE Occupational Health Department by induction day.**

**If you do not produce the above records, your Hepatitis B vaccination (which is necessary for all healthcare employees) will be withheld. This will result in a suspension of your clinical placement.**

Yours faithfully,

**Dr. Eileen Cahill Canning**  
Specialist Occupational Physician

## 1<sup>st</sup> Year Student Registration Checklist

Registration Process	Students	Complete	Follow -Up Required
Online Registration	All Students		
Review All Policies	All Students		
Computer Services Induction	All Students		
Online Registration HEA Survey/Quicksan	All Students		
ATU Donegal Student Card collect from Admissions Office Main Reception	All Students		
ATU Student Number	All Students		
ATU Student Email	All Students		
Access ATU Blackboard (Virtual Learning Environment)	All Students		
Admissions/Fees – Fee Payment plan	All Students		
<b>Garda Vetting Required to complete registration.</b> <ul style="list-style-type: none"> <li>• Photographic ID</li> <li>• Proof of address</li> <li>• Contact Garda Vetting Liaison Officer</li> </ul>	All Students		
<b>Induction</b> <ul style="list-style-type: none"> <li>• Meet Programme Team</li> <li>• Timetable/Class Group</li> </ul>	All Students		
<b>Mandatory Training</b> Further information at Induction	All Students		
<b>Materials Fees</b> extra costs for your course check ATU Student Account	All Students		
<b>Student Toolkit</b> Available on Blackboard	All Students		

## Useful Contact Numbers

Dial 074918 and add the extension number below:

Department	Extension	Email	Location
Admissions	6125/6129/6127	<a href="mailto:Admissions.Donegal@atu.ie">Admissions.Donegal@atu.ie</a>	Reception, Main Building
Exams Office	6124/6126/6128	<a href="mailto:Exams.Donegal@atu.ie">Exams.Donegal@atu.ie</a>	Reception, Main Building
Computer Services	6050	<a href="mailto:Ithelpdesk.Donegal@atu.ie">Ithelpdesk.Donegal@atu.ie</a>	Main Building
Student Health Centre	6855	<a href="mailto:Health.Donegal@atu.ie">Health.Donegal@atu.ie</a>	An Dánlann
Sports Centre	6800	<a href="mailto:sportscentre.donegal@atu.ie">sportscentre.donegal@atu.ie</a>	An Dánlann
The Curve, Learning Support Centre	6175	<a href="mailto:thecurve.donegal@atu.ie">thecurve.donegal@atu.ie</a>	Third Floor, Main Building
Library	6150	<a href="mailto:librarymail.donegal@atu.ie">librarymail.donegal@atu.ie</a>	Main Building
Careers Service	6812	<a href="mailto:Careers.Donegal@atu.ie">Careers.Donegal@atu.ie</a>	An Dánlann
Reprographics (Printing)	6599	<a href="mailto:Reprographics.Donegal@atu.ie">Reprographics.Donegal@atu.ie</a>	Room 1148, Main Building
Students Union	6820	<a href="http://atusudonegal.ie">atusudonegal.ie</a>	An Dánlann
Flexible and Online Learning Unit	6109	<a href="mailto:Flexibleonline.donegal@atu.ie">Flexibleonline.donegal@atu.ie</a>	Co-Lab
Department Nursing & Health Care Administrator: Christina Cuffe	6308	<a href="mailto:DeptofNursing.donegal@atu.ie">DeptofNursing.donegal@atu.ie</a>	Room 2469 Main Building
Garda Vetting Liaison	6305/6637	<a href="mailto:Aisling.Erskine@atu.ie">Aisling.Erskine@atu.ie</a>	
Nursing Allocations Officer	6307	<a href="mailto:Sandra.McMonagle@atu.ie">Sandra.McMonagle@atu.ie</a> <a href="mailto:Bernadette.lafferty@atu.ie">Bernadette.lafferty@atu.ie</a>	Room 2467 Main Building