

Critical Care Nursing Graduate Certificate Program

Program Guide (Version 4.0)



School of Health and
Community Services

2011-2012

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Welcome Students

A Message from the Dean

On behalf of the faculty and staff of the Critical Care Graduate Certificate program, it is my pleasure to welcome you to Durham College.

This program has been designed to meet the Critical Care Nursing Standards of Ontario utilizing e-learning courses in critical care nursing, critical care simulated practice and preceptored clinical practice in a critical care unit.

The curriculum has also been designed to assist you in the integration and application of knowledge based on new learning; as well as drawing on previous knowledge and experience. Throughout the program you will be required to utilize professional judgment, clinical decision-making and skill development as you prepare for clinical practice with the critically ill client and his/her family. In some of the case studies you will be called upon to challenge your assumptions as you develop a sound foundation in the ethical, professional and legal aspects of respecting client choices, sanctity and quality of life issues and ethical dilemmas.

While studying with Durham College, you will have access to our award winning library and the electronic collection of journals to support your studies. Our IT helpdesk staff will be available to work with you to navigate the e-learning courses. Our dedicated, proactive team of professors is here to work with you as you advance your career goals.

We are pleased you have chosen to study with Durham College and we look forward to working with you.

Sincerely,



*Susan Sproul,
Dean, School of Health & Community Services*

A Message from the Program Coordinator

Congratulations on registering in the Durham College Critical Care Nursing Graduate Certificate Program.

You are embarking on a journey into e-learning critical care education funded by the Ministry of Health in Ontario. This exciting new model of critical care education offers you the opportunity to complete the graduate certificate program on your own time, at your own pace and in the location of your choosing, be it at work on your lunch hour or in the comfort of your own home.

Your choice to register in the Critical Care Nursing e-Learning offers many benefits, some of which are:

- Internationally recognized teaching experts;
- Affordable state-of-the-art critical care and simulation education;
- Curriculum that meets or exceeds newly established provincial critical care standards;
- Opportunity to learn at one's own pace through e-learning training model;
- Lifelong learning that supports reflective practice learning plans;
- Critical care certificate and advanced standing for entry into a Bachelor of Science in Nursing program;
- Formal recognition of knowledge and expertise of current ICU nurses, including prior learning assessments;
- Solid foundation for new critical care nurses;
- Provincially recognized and funded by the Ministry of Health and Long-Term Care with additional student funding available; and
- Accessible to all registered nurses in good standing in Ontario

The following pages will give you the information you will need to know to efficiently access the e-Learning program and its resources.

Once again, congratulations and best wishes in your studies.

Sincerely,

Sandra Goldsworthy

Sandra Goldsworthy, RN BScN MSc CNCC CMSN

Coordinator, Critical Care Nursing Graduate Certificate Program

Sandra.goldsworthy@dc-uoit.ca

Durham College Vision and Values

Vision

- Durham College is the premier college in Canada for career-focused students who will succeed in a challenging, supporting and inclusive learning environment.
- Our programs are continually shaped by market needs and delivered by exceptional teachers with real-world experience.
- Our vibrant campus community enriches the student life experience.

All of this combines to ensure our graduates have the market-ready skills to obtain great careers and make a difference in the world.

Values

Our values drive our organizational culture and our behaviour in delivering our vision and mission. They are:

Integrity and Transparency...

we will behave and communicate sincerely and honestly

Respect...

we will treat everyone with dignity and offer superior service

Equality and Diversity...

we will champion all learners and celebrate diversity

Innovation...

we will be leaders in market-responsive learning experiences and solutions

Personal and team accountability...

we will do what we say we will do

The Student Experience Comes First

Important to All

Students and staff at Durham College are committed to academic excellence by:

- Demonstrating respect for one another and property
- Maintaining a clean and safe environment
- Taking an active role in the learning process
- Providing and receiving support when necessary
- Attending classes and/or appointments regularly and on time
- Modeling skills, attitudes and expectations of the workplace

Support Staff

- Provide professional quality customer service to students and staff
- Direct students and staff to appropriate resources
- Support and assist students in their learning and career goals
- Promote services that enhance student success

Faculty

- To be positive, enthusiastic, patient and flexible
- To be in the class early and prepared to begin on time
- To keep current in academic and professional knowledge
- To be prepared for activities, exercises and demonstrations
- To be available and show willingness to help students
- To ensure that all students get equal assistance and time
- To perform evaluations according to established criteria and within a reasonable time frame
- To return and take up any assigned homework, assignments, tests and projects promptly
- To identify students requiring remedial assistance, and to direct those students to the appropriate services
- To write constructive and helpful statements when evaluating student assignments
- To use a variety of teaching, questioning, and assessment techniques
- To motivate and engage learners in active and collaborative learning
- To encourage student participation and feedback wherever possible
- To effectively use learning technology
- To outline professional responsibilities, career alternatives, and avenues for further education following graduation
- To provide a course outline to each student at the beginning of the course, to review the outline with the students, and to adhere to the outline
- To adhere to Durham College policies, procedures and guidelines
- To place the safety and well being of the student above all other objectives, including fulfilling education obligations

Students

- To be prepared for class and professional practice activities. This will include reading appropriate textbook assignments prior to class and completing any homework assignments
- To be in class and arrive on time
- To participate in class activities
- To demonstrate respect for all persons and the learning environment
- To be trustworthy, honest, and accountable for own behaviour
- To complete tests, assignments and evaluations as required, striving for excellence
- To demonstrate effective communication skills
- To understand all course requirements and to follow them
- To seek assistance immediately if unable to follow the subject requirements for any reason
- To read and adhere to Durham College policies, procedures and guidelines

Administration

- Meet or exceed standards of excellence
- Manage budgets and resources
- Support students and staff in meeting their responsibilities
- Support/direct approved operational procedures
- Communicate relevant information in a timely fashion
- Be current in their field of leadership in a college environment

Critical Care Nursing Graduate Certificate Program

Important Dates 2011-2012

Official Start and Maximum End Dates

Intakes September, January and May annually please refer to www.durhamcollege.ca/criticalcare for more information

IT Scheduled Outages – available by visiting www.durhamcollege.ca; Campus Services; IT Services

These dates represent the best information at time of publication. The College reserves the right to make changes subject to amendments to existing legislation, Collective Agreements or as required by the College. Dates may vary slightly from program to program.

Communication in the Durham College Critical Care e-Learning Program

In order to receive the quickest most complete response while in the critical care program please note the following:

** **ALWAYS** include your **start date in the program and student number** with any emails or phone messages.

** Email is the fastest way to communicate with the program.

Getting Started Successfully in the Program

- Once you have applied through OCAS and received an offer into the program, you must **accept this offer**. Once you have accepted the offer, you will be **emailed an invoice**.
- Once you have paid your tuition you will be mailed a welcome letter, a program guide and log on information and then you are ready to start your courses.
- Please also check our website at www.durhamcollege.ca/criticalcare for frequently asked questions.
- Please contact IT services if you have any difficulty registering or accessing your courses at 905-721-3333

Communication Once You Have Started the Program

- Once you have enrolled in your courses, your individual **course instructor will be your primary contact** please email them through your course webCT email and allow 1-2 business days for a response (we are usually much faster!)
- For **library issues** please contact the reference librarian at the Durham College library directly at 905-721-2000 ext 2390.
- Please do not contact the bookstore, they do not carry the **critical care texts**, you must order those online from the booklist posted on the website.

Simulation and Practicum

- Once you have completed the online courses, you must complete a simulation application for the simulation course prior to the deadline for your course intake (i.e. January students must apply by **August 15th**, May students must apply by **December 15th** and September students must apply by **May 15th**)
- All simulation applications are sent to Carol Connor at carol.connor@durhamcollege.ca. She will confirm your enrolment in simulation, until you are notified you are not considered confirmed.
- Practicum placements will be discussed upon successful completion of the online courses and simulation.

Graduation, Transcripts, Convocation Dates

- All students successfully completing the 8 courses in the Critical Care e-Learning Program must apply to graduate through the Durham College registrar's office.

- Please see steps to apply for graduation, certificate and/or transcripts on our website at www.durhamcollege.ca/criticalcare or call the registrar's office at Durham College.

Communication with the Program Coordinator

- For issues not falling into the categories above, please contact the program coordinator by email **only** at sandra.goldsworthy@dc-uoit.ca
- Please do not email the coordinator through the webCT or class emails only at the email above.

General Information

On-Line Web CT Environment

As a Web CT course, basic computer skills and equipment are required. See the computer requirements listed below. If necessary, check with the IT Service Desk to see if your home computer has the capacity to manage this course.

The following skills are necessary for facilitation of Web CT course work:

- Basic Computing Skills:
 - Basic keyboarding and mousing skills
 - Basic word processing skills
 - Experience browsing the Web
 - Experience sending and receiving e-mail

If students are communicating electronically with the professor, they are expected to use Web CT.

Note about student tracking in Web CT:

Web CT or the course web site automatically records all student activities, including the:

- first and last access to the course
- pages accessed
- number of quizzes completed
- number of conferencing messages read and posted

This information will be used as a means of evaluating student participation. Students can view this information on their own by clicking on the My Progress icon.

If the College computers are "down or not working" resulting in the inability to meet a required deadline, the student must obtain written, dated documentation of the problem from the IT Support Help Desk, to give to the professor. This must be done within 24 hours of the deadline.

The IT Support Help Desk can be reached at 905-721-3333 or at ITsupport@dc-uoit.ca.

Information about the Help Desk hours can be found on My Campus.

Computer Requirements

PC system requirements

- PC with minimum PIII 750 megahertz or higher processor clock speed minimum;
- 512 megabytes (MB) of RAM or higher recommended;
- 20 gigabytes (GB) of available hard disk space;
- CD-ROM or DVD drive;
- Internet access (high-speed Internet recommended);
- Super VGA (1024 x 768) or higher-resolution video adapter and display; and
- Keyboard and Mouse or compatible pointing device.

Apple Macintosh system requirements

- iBook or iMac with minimum G4 processor;
- 512 megabytes (MB) of RAM or higher recommended;
- 20 gigabytes (GB) of available hard-disk space;
- CD-ROM or DVD drive;
- Internet access (high-speed Internet recommended);
- ATI Radeon (1024 x 768) or higher-resolution video card and supporting display; and
- Keyboard and Mouse or compatible pointing device.

Technical Support

The Service Desk provides 1st level support for all systems and services, including:

- Password reset for both network and MyCampus
- Re-enable MyCampus accounts
- Manage re-synch of MyCampus email
- WebCT support
- Rejoin the users to the network domain
- Internet access, personal computer/ laptop hardware and software support must be provided by your personal service provider. The Durham College IT Support Center does not provide these services but we are looking forward to providing support for all DC in house applications as part of the CCH service delivery.

Access to the Service Desk is provided in two ways:

- Telephone: Call 905.721.2000 ext. 3333

E-mail ITSupport@dc-uoit.ca

ID and Password

You will be advised of your Student ID and Password in the Orientation Package sent to you by Durham College Registrar's office. Please note that your student ID can be located on the top right hand corner of correspondence from the college. The student ID and password are required to gain access to Durham College systems, so please be sure to check your orientation materials for this information as soon as you receive the package.

Please note that your WebCT user name is your student identification number and your password will be in your orientation package. If you have lost your password, the default password is durham or your postal code. For security purposes, please ensure that you change your password as soon as possible.

My Campus

My Campus is an Internet portal designed to keep you connected to important information such as grades, job postings, e-mail, message boards, student life activities and most importantly, other students and faculty. MyCampus is available 24 hours a day, seven days a week from any internet connection around the world.

To log onto your MyCampus account, your username is your nine-digit Campus ID as printed on the top right hand corner of your correspondence from the Registrar's Office.

To log into MyCampus:

1. Visit www.durhamcollege.ca/mycampus.
2. Enter your user name (nine-digit Campus ID)
3. Enter your temporary password using the following order:
 - Birthdate: mmddyy (for example, December 25, 1979 = 122579);
 - Postal code: L1L2L3 (letters are all upper case and have no spaces), or durham
4. Click on the log-in icon.

*** When changing your password, remember it is case sensitive and must be a minimum of six characters or numbers or a combination of both.

IT Outages – Scheduled

In order to ensure the highest level of availability, stability, and security of the IT systems that support the college and university, it is necessary to regularly maintain these systems. The frequency of updates and security patches is increasing, and the opportune time to maintain these systems is decreasing.

For dates of scheduled outages, visit www.durhamcollege.ca. Go to Current Students; select IT Services.

Required and Optional Books

Durham College is able to provide discounted book packages for Critical Care e-learning students. Book ordering information is available on the program website and the required books needed are listed in each course outline. If you have any questions regarding the book package please contact individual course instructor. Book lists will be available upon course start up. Please do not purchase books in advance to ensure you have the most updates book package for the current school year.

Professor Support

You will receive an introduction letter from your professor via WebCT detailing course information, including contact information for assistance in the course.

See website www.durhamcollege.ca/criticalcare for Coordinator and Faculty contact information.

Simulation Labs – Partnerships

Durham College has partnered with the following educational facilities to provide Simulation Labs:

- Cambrian College
- Centennial College
- Confederation College
- Georgian College
- Queen's University
- Sault College
- University of Windsor
- Northern College
- Fanshawe College

** please note there is an additional tuition cost for enrolling in simulation and practicum at one of our partner simulation labs.

Dates and locations of Durham College Simulation labs will be posted on the Durham College Critical Care website – www.durhamcollege.ca/criticalcare once they become available. **For those students participating in simulation outside of Durham College please contact the critical care coordinator and she will provide you with the contact information for the partner labs.**

Program Information

Program Description

The goal of the Ontario Critical Care Strategy is to improve quality of care and system performance in adult critical care services in Ontario, with an emphasis on investments that improve access, quality and system level resource management. The final report of the Ontario Critical Care Steering Committee (March 2005)* recommended that “professional staff working in critical care should be required to meet standards and core competencies that are recognized provincially” (page 70). Key to achieving this recommendation is a comprehensive Health Human Resources plan and an educational strategy based on recognized standards. A survey of critical care nursing education in Ontario, conducted in 2005, demonstrated the geographic variability of training and the need to create access to education for nurses practicing in rural and remote regions.

The Critical Care Nursing Graduate Certificate Program at Durham College is composed of eight courses. The model has three primary components including e-learning courses, simulation education and hands-on preceptored experience in a critical care unit (See Section Program of Study for a list of the courses).

Course advanced standing, challenge or transfer of credit will be considered on an individual basis. All registered nurses in Ontario in good standing with the College of Nurses of Ontario are eligible to apply to this advanced certificate program. Upon successful completion of the critical care course requirements, a Critical Care Certificate will be awarded.

Important Websites to visit:

- Final Report of the Critical Care Steering Committee (March 2005)
http://www.health.gov.on.ca/transformation/wait_times/providers/reports/criticalcare_0305.pdf
- Standards for Critical Care Nursing in Ontario
http://www.health.gov.on.ca/english/providers/program/critical_care/docs/ccn_std_rep_01_20070420.pdf
- Ministry of Health and Long-Term Care– Critical Care Secretariat
http://www.health.gov.on.ca/english/providers/program/critical_care/cct_sec.html

Program Learning Outcomes: The students will be able to:

- ✓ Practice and promote the professional requirements as outlined in the Standards for Critical Care Nursing in Ontario. See website above – Standards for Critical Care Nursing in Ontario.
- ✓ Use nursing science, knowledge and skills to promote health and healing in the critical care patient population.
- ✓ Establish professional caring relationships with individuals and families of critically ill patients.
- ✓ Establish professional relationships with colleagues and members of the interdisciplinary team in the critical care practice setting.
- ✓ Use critical thinking, scientific inquiry, problem solving and other ways of knowing, within a decision making framework to provide comprehensive care in the critical care practice setting.
- ✓ Apply leadership abilities to provide ethical quality care to patients in the critical care practice setting.
- ✓ Engage in reflective practice and self directed learning to support professional growth and development to fulfill the quality assurance requirement for all nurses in Ontario.
- ✓ Advocate for the critically ill within the Ontario health care system.
- ✓ Utilize a variety of conceptual frameworks to inform practice, decision making and prioritization in the critical care practice setting.



PROGRAM OF STUDY 2011/2012

SCHOOL OF HEALTH & COMMUNITY SERVICES

05-Jul-11

-WEEKLY BREAKDOWN-

**CRITICAL CARE NURSING E-LEARNING GRADUATE CERTIFICATE
FIELD**

ALT.

COURSE NAME HRS	MOD	CODE	PREREQUISITES	COREQUISITES	LECT. LAB		DEL
					HRS	HR	
SEMESTER 1							
INTRODUCTION TO E LEARNING	A	CCIN 1500					20
FOUNDATIONS: CRITICAL CARE	B	CCFO 1500					39
MANAGEMENT OF CCHC: NEURO	C	CCRN 1503					39
MANAGEMENT OF CCHC: CARDIAC	D	CCCC 1501					39
MANAGEMENT OF CCHC: RESPIRATORY	E	CCRN 1505					39
MANAGEMENT OF CCHC: GI/RENAL/ENDOCRINE	F	CCRE 1503					39
CRITICAL CARE SIMULATIONS	G	CCSI 2501					39
CRITICAL CARE PRACTICUM	H	CCPR 2502					120
							374

NOTES:

ELE - ELECTIVE - Students may take one or many subjects, depending on the requirements of their program. **ELET** - represents a typical subject load and IS included in the total hours per week, to reflect the total hours per week required.

OPT1/OPT2/OPT3 - OPTIONS - Students choose subjects. **OPT1** subjects are included in total hours per week.

G - GENERAL EDUCATION - Subjects marked at the left margin with **G** are "General Education" subjects.

Course Descriptions

Course Name	Course Description
Introduction to e-Learning CCIN 1500	The purpose of this course is to prepare students for learning online in the Critical Care e learning program. This course introduces selected basic computer and information literacy, technological, Internet and research skills. Students will be required to learn through a variety of online media and interactive activities and are provided opportunities to practice their research and information literacy skills. A strong focus will be on engaging the learner with the WebCT learning platform.
Foundations to Critical Care CCFO 1500	This course will explore the fundamentals of pathophysiology and related disease processes. The underlying concepts of homeostasis, cellular changes, inflammation, infection, healing and abnormal immune responses will be examined. Concepts of fluid - electrolyte and acid – base balance will be analyzed and how imbalances can promote disorder in the body. Knowledge gained will provide the Critical Care nurse with foundational knowledge of homeostasis and related dysfunctions to apply in the critical care practice setting.
Management of the Critically Ill Patient: Cardiac CCCC 1501	In this course core cardiac skills required to practice in the critical care unit will be taught such as arrhythmia and 12 Lead interpretation, pacemakers and hemodynamic monitoring. In addition, care of the cardiac patient experiencing a myocardial infarction with associated pharmacology, lab and diagnostics will be explored. Advanced cardiac topics such as intra-aortic balloon therapy, percutaneous cardiac interventions (PCI) and cardiac tamponade will be discussed. Case studies and interactive learning activities will assist the learner in competency of these essential skills.
Management of the Critically Ill Patient: Neuro CCRN 1503	In this course the skills required to care for a critically ill neurologic patient will be discussed in detail and will include key nursing management including advanced neurological assessment, common diagnostics, pharmacology and neurological emergencies.
Management of the Critically Ill Patient: Respiratory CCRN 1505	In this course the skills required to care for a mechanically ventilated patient will be discussed in details and will include key nursing management of patients with advanced pulmonary disorders such as Adult Respiratory Distress Syndrome and pneumonia.
Management of the Critically Ill Patient: GI/Renal/Endocrine CCRE 1503	This course is designed to introduce the critical care nurse to related physiological and psychological principles and theories in the critical care setting. This course will concentrate on dysfunction within gastrointestinal, endocrine and renal systems. Learning activities will be utilized to apply the homeostatic principles and concepts discussed in Foundations to the above systems and related disease entities.
Critical Care Simulations CCSI 2501	This 39 hour course will be conducted in the simulation lab with high fidelity simulators. Case based scenarios and focused learning stations will be utilized to teach application of content. Participants will develop skills in caring for the critically ill patient. Points of emphasis will include: mechanical ventilation, hemodynamic monitoring, arrhythmia interpretation and priority setting and decision making in the critical care setting. Team communication, ethical/legal implications, pharmacological and diagnostic implications will also be included. Prerequisite: all e learning courses must be complete prior to attending simulation.

Course Name**Course Description**

**Critical Care Practicum
CCPR 2502**

In this 120 hour preceptored experience, the student will have the opportunity to apply essential skills required to care for patients in the critical care setting. Clinical competencies assessed will be based on the Standards for Critical Care Nursing in Ontario (2006).

Prerequisites: All Critical Care Nursing E-Learning Graduate Certificate Program e-learning courses and Critical Care Simulations.

Please note Durham College will organize all practicum placements, however, students are required to meet all pre placement requirements of the agency.

Course Outline

Course outline for each course is available on-line. Each course outline describes course content, learning activities, evaluation methods and supporting resources. Students are expected to download copies from each WebCT course prior to the **first** class in each course. This is a binding document. Any changes will be agreed upon by students and the professor and requires approval from the Dean, School of Health and Community Services. Please see Academic Policies and Procedures – procedure for Changes to Course Outlines, documented in the Durham College Student Handbook.

Course outlines are important documents. Please utilize your course outline during the semester to navigate the learning outcomes, learning activities and course materials.

Durham College Academic Policies and Procedures

To view the Durham College Academic Policies and Procedures, please go to www.durhamcollege.ca/academicpolicies

Academic Honesty**Academic Integrity**

To maintain academic integrity, student work shall be the product of his/her own efforts. In an effort to ensure the highest standards, Durham College has purchased a license with Turnitin.com, an online plagiarism detection service. Such practices as cheating and plagiarism cannot compromise academic integrity as defined in the Academic Policies and Procedures document.

(www.durhamcollege.ca/academicpolicies)

In addition to the above policy, all evaluations are to be completed independently and are not to be printed or reproduced at any time.

Requirements for Promotion

Evaluation and Promotion

Academic subjects are evaluated in a variety of ways. These may include tests, written or oral assignments and group work, as well as final examinations. The evaluation criteria for each course are included with the course outline. Students are advised to familiarize themselves with these criteria early in the semester. The overall pass mark for the critical care program is 70% with a minimum of 65% in each course.

Your Student Liaison is:

Name:	Nancy McGuire
Office #:	Room SW106N, South Wing, Gordon Willey Building
E-mail address:	nancy.mcguire@durhamcollege.ca
Telephone:	905-721-3066
Appointment time available:	8:30am - 4:00pm

Transfer of Credit

Credits for equivalent subjects completed at other educational institutions, may be granted at the discretion of the Dean or designate. A minimum "B" (seventy (70) per cent) grade is required and the course must have been completed with the last four years. The course must meet 80% of the content of the Critical Care Graduate Certificate Program and be a minimum of thirty nine hours in length.

For more details regarding the transfer of credit process, please contact the Program coordinator, Sandra Goldsworthy.

Prior Learning Assessment and Recognition (PLAR)

Prior Learning Assessment and Recognition (PLAR) offers learners the opportunity to earn credit for college subjects based on a formal demonstration of prior learning usually acquired through study, work, and other life experiences that are not recognized through a formal credit transfer.

Applications for PLAR should be completed and payment made within 2 weeks of program commencement.

PLAR is facilitated through a comprehensive challenge examination process. The comprehensive exam covers all of the expected course outcomes. This 75 question timed multiple choice exam will be the evaluation tool utilized to facilitate this process. Student must achieve a grade of 70% on the challenge exam in order to receive the credit. Simulation is not eligible for challenge.

If it is your intent to utilize the PLAR process, you can not access any evaluation pieces within the existing courses or you will be disqualified from the PLAR process. Keep in mind that once the fee is paid it is non-refundable, so be sure that you are knowledgeable about the process.

Once the candidate has reviewed the subject outline, registered for the challenge, and receives the exam and/or other assessment documents, the candidate is bound to complete the challenge. Failure to do so will result in a grade of zero.

Subject matter experts with the necessary skills and experience evaluate the PLAR challenge. Please note that not all courses are eligible for PLAR.

For more details on PLAR, please email lynn.oliver@durhamcollege.ca

Challenge Process

Experienced critical care nurses who are enrolled in the Critical Care Graduate Certificate Program and are currently working in a Level 2 or 3 critical care unit in Ontario are eligible to challenge up to 75% of the content/curriculum of the program. The student must:

1. Have greater than 3 years of recent full-time experience in a Level 2 or Level 3 critical care unit (completed within the last 5 years) or a minimum of 5850 hours in a Level 2 or Level 3 Critical Care Unit.
2. Provide a letter of reference from their clinical educator and/or manager indicating their competency level and suitability for challenge of content of the critical care certificate.

Challenge of Practicum

Experienced critical care nurses in Ontario who are enrolled in the Critical Care Graduate Certificate Program and are currently working in a Level 2 or 3 critical care unit are eligible to challenge the practicum component of the program. The student must:

1. Have demonstrated success in the Critical Care Simulation Course (CCSI 2501);
2. Have more than three years recent full time experience in a Level 2 or Level 3 critical care unit (completed within the last 5 years) or a minimum of 5850 hours in a Level 2 or Level 3 critical care unit.
3. Provide a letter of reference from their clinical educator and/or manager indicating their competency level and suitability for challenge of the practicum component of the critical care certificate.
4. Contact lynn.oliver@durhamcollege.ca

Graduation

In order to be eligible to receive a Critical Care Graduate Nursing Certificate, the student must also successfully complete (at a minimum) the following requirements:

- one online e-learning course,
- the simulation course, and;
- pass the PLAR challenge exams for the remaining online e-learning courses.

How to Apply to Graduate

Complete the following steps once all eight courses have been successfully completed.

1. Log in to MyCampus (www.durhamcollege.ca/mycampus) using their student number and password. Any problems logging in should be directed to the IT Help Desk at 905.721.3333.
2. On the home page select the blue Administrative Services link on the left hand side of the screen.
3. Select Student Information.
4. Select Registration.
5. Select Application to Graduate.

The Library

The Library is here to help you succeed!

Stop by for help to research a topic, complete an assignment, or when you just need a quiet place to study. The Library on the north side of the Polonsky Commons and is easy to find. Both wired and wireless computer access is available along with 10 small group study rooms. Although food is not permitted in the library, drinks in covered containers are allowed and you can buy a Starbucks coffee to go at the Library Café.

Students & faculty at the Whitby location may also use the library in person, via internet, or request books to be sent to them at Whitby.

Most of the Library's resources are in digital format and are available 24x7 through the Library's web page. You can access them from on or off campus by logging in with your student number and computer password. The digital resources include e-books, magazines, journals, newspapers, statistical databases.

Visit the library virtually at www.durhamcollege.ca/library to:

- Research a Topic,
- Find books and articles,
- Renew materials,
- Request an interlibrary loan,
- Book a group study room,
- Get online help from a librarian,
- Check on the hours the library is open.

Your campus photo ID card is also your library card and is required to check out books and Reserves.

The librarians work closely with your professors to provide class presentations directly linked to your assignments. Additional sessions on using specialized resources are also offered throughout the year and help is also available on the library website. You may contact the Reference staff by phone or e-mail, and you are always welcome to visit our Reference desk in person. We look forward to helping you!

Check the website for library hours.

Circulation desk	(905) 721.3082
Reference desk	(905) 721.2000 ext. 2390 reference@dc-uoit.ca

College Publications

At Durham College, several publications are available to students

Durham College Student Handbook

The Durham College Student Handbook describes the Academic Policies and Procedures and services available to you at the College. Visit http://www.durhamcollege.ca/EN/main/current_students.php

Please check our website for comprehensive information at www.durhamcollege.ca

For further updates regarding the Critical Care Graduate Certificate Program, please check the website at www.durhamcollege.ca/criticalcare