

**NURSING PERSONNEL ACT**

**CHAPTER 29:53**

**Act**

**33 of 1960**

Amended by

8 of 1963

10 of 1966

22 of 1970

8 of 2014

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**LAWS OF TRINIDAD AND TOBAGO**

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*Nursing Personnel*

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**Note on Act No. 8 of 2014**

By section 34 of Act No. 8 of 2014, where there is a reference to “the Nurses and Midwives Registration Act”, in any other law such reference shall be substituted with the words “the Nursing Personnel Act”.

**CHAPTER 29:53**

**NURSING PERSONNEL ACT**

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## CHAPTER 29:53

## NURSING PERSONNEL ACT

33 of 1960.  
[8 of 2014].

**An Act to provide for the Registration and Regulation of Advanced Practice Nurses, Midwives, Nurses, Nurse Interns, Nursing Assistants and other recognised specialties and for matters connected therewith.**

Commencement.  
113/1961.

[21ST SEPTEMBER 1961]

## PART I

## PRELIMINARY

Short title.  
[8 of 2014].

1. This Act may be cited as the Nursing Personnel Act.

Interpretation.  
[8 of 2014].

2. In this Act—

“advanced practice nurse” means a person who is registered as an advanced practice nurse under section 17;

“the Council” means the Nursing Council established by the Nurses Registration Ordinance (since repealed) and continued under this Act;

Ch. 12 No. 19.  
(1950 Ed.).

“the Medical Board” means the Medical Board of Trinidad and Tobago;

“Minister” means the Minister to whom responsibility for health is assigned;

“nurse intern” means a person who is granted a Provisional Certificate under section 16A;

“nurse-midwife” means a person who is registered both as a nurse and as a midwife under this Act;

“nursing personnel” means an advanced practice nurse, a registered nurse, a nurse, a nurse intern, a midwife and a nursing assistant;

“a recognised place of training” means a place of training or affiliated place of training referred to in section 40;

“registered nurse” or “nurse” means a person who is registered as a nurse under section 17;

“Registrar” means the Secretary of the Council.

**3.** (1) The Nursing Council established by the Nurses Registration Ordinance (repealed by this Act) shall continue to bear the name of “The Nursing Council of Trinidad and Tobago”, and by that name shall continue in existence as a body corporate with perpetual succession and a common seal.

Constitution of the Nursing Council of Trinidad and Tobago. [22 of 1970]. Ch. 12, No. 19. (1950 Ed). [8 of 2014].

(2) Subject to the provisions of this Act, the Council shall have and exercise disciplinary control, whether by way of imposition of fines or otherwise, over persons registered or enrolled as advanced practice nurses, nurse interns, nurses, midwives or nursing assistants under this Act.

(3) The Council shall be reconstituted in accordance with the provisions of section 4.

**3A.** The functions of the Council are to—

Functions of the Council. [8 of 2014].

- (a) open and maintain the registers or rolls required under this Act;
- (b) register, enrol, certify or licence nursing personnel in accordance with this Act;
- (c) determine, in collaboration with the Minister, the qualifications necessary for registration, enrolment, certification or licensing of nursing personnel;
- (d) set standards for the education and practice of nursing personnel;
- (e) develop a code of ethics and conduct for nursing personnel;
- (f) monitor the adherence to, and investigate breaches of, standards and the code of ethics and conduct;
- (g) promote the interest of the nursing and midwifery professions;
- (h) advise the Minister on the requirements for securing continuing competence of the nursing personnel;
- (i) advise the Minister with respect to amendments to the law relating to nursing personnel, as it considers necessary; and
- (j) perform such other functions as may be conferred on it by this Act or any other written law.

Powers of the Council.  
[8 of 2014].

**3B.** In exercise of its functions under section 3A, the Council shall have the power to—

- (a) register or enrol nursing personnel;
- (b) issue certificates or licences to nursing personnel;
- (c) cancel certificates or revoke licences, where applicable, of nursing personnel;
- (d) suspend or place conditions on the licence to practise;
- (e) set standards for education and practice of nursing and midwifery in consultation with the Accreditation Council of Trinidad and Tobago;
- (f) examine applicants as a prerequisite to initial registration;
- (g) verify the authenticity of certificates and other documents in support of applications under this Act;
- (h) establish such committees as are necessary for the discharge of the functions of the Council; and
- (i) collect fees required to be paid under this Act.

Composition of Council.  
[8 of 2014].

**4.** Subject to section 4A, the Council shall comprise sixteen persons, as follows:

- (a) six persons appointed by the Minister as follows:
  - (i) an Attorney-at-law of not less than five years standing;
  - (ii) a person with qualifications and experience in nursing administration;
  - (iii) a person with qualifications and experience as a nursing educator;
  - (iv) a person registered under this Act, nominated by the Tobago House of Assembly;
  - (v) a representative of the Ministry; and
  - (vi) a member of the public who is not an advanced practice nurse, midwife, nurse or nursing assistant; and
- (b) nine persons elected as follows:
  - (i) five nurses elected from among their own number by the persons who are registered as nurses under this Act at the date of the election;

- (ii) one person elected from among their own number by the persons who are registered as midwives under this Act at the date of the election;
  - (iii) two persons elected from among their own number by the persons who are registered as mental health nurses under this Act at the date of the election; and
  - (iv) one person elected from among their own number by the persons who are enrolled as nursing assistants under this Act at the date of the election;
- (c) the Chief Nursing Officer or his nominee who shall be an *ex officio* member.

**4A.** (1) Subject to subsection (2), the members of the Council holding office immediately before the commencement of the Nurses and Midwives Registration (Amendment) Act, 2014 shall continue to hold office for six months from the date of such commencement.

New Council.  
[8 of 2014].

(2) The Council shall hold elections for members of a new council under section 4(b) within the six-month period specified under subsection (1).

(3) The Minister shall appoint persons under section 4(a), upon the expiration of the six-month period specified under subsection (1).

**5.** (1) Members of the Council other than the *ex officio* member shall hold office for three years but shall be eligible for reappointment or re-election.

Tenure of office.  
[10 of 1966  
8 of 2014].

(2) If the place of a member of the Council becomes vacant before the expiration of his term of office, whether by death, resignation or otherwise, the vacancy for the unexpired portion of his term shall be filled in accordance with the provisions of section 4.

(3) Where the vacant place is that of a person elected under section 4(b), the Council shall appoint to fill the vacancy the person who polled the highest number of votes among the

unsuccessful candidates at the election held for the purpose of the said section 4(b), who are available and willing and able to serve; and if there is no such person, the Council shall appoint such person as the Council thinks fit from among the persons eligible for election under the said section 4(b); and no proceedings of the Council shall be challenged on the ground that an appointment purporting to be made under this subsection is invalid.

(4) If it appears to the Council that any member is, by reason of illness, absent from Trinidad and Tobago, or for any other cause, unlikely to be able for some time to perform his duties as a member of the Council, the Council may declare the seat of the person to be temporarily vacant, and the temporary vacancy shall be filled, for the period of its duration, in accordance with subsection (2) with respect to the filling of vacancies.

(5) Subject to section 6 seven members shall constitute a quorum for meetings of the Council.

(6) The powers of the Council shall be exercisable notwithstanding any vacancy in its number or any defect with regard to the appointment of any of its members.

(7) The Council may constitute committees and delegate any of its duties or powers to the committees.

(8) A Committee may co-opt in respect of a matter to be dealt with by the committee, a suitable person to assist the Committee.

**6. (Repealed by Act No. 8 of 2014).**

Officers of Council.  
[8 of 2014].

7. (1) The Council shall elect from among its members a President, a Vice-President, a Treasurer, and such other officers as it thinks fit.

(2) The seal of the Council shall be authenticated by the signature of the President or the Vice-President and of the Registrar.

Remuneration of officers.  
[8 of 2014].

8. The Council may employ, at such salaries or remuneration as the Council may from time to time determine, a Registrar and such other staff as it thinks necessary for carrying out its duties and functions under this Act.

**8A.** (1) The Council shall employ, at such salary and remuneration as the Council may from time to time determine, a suitably qualified person to be the Registrar of the Council. Registrar. [8 of 2014].

(2) Where the Council employs a person under subsection (1), the Council shall publish such appointment in the *Gazette*.

- (3) The Registrar shall, on behalf of the Council—
- (a) establish, keep and maintain Registers and Rolls required to be kept under the Act;
  - (b) issue certificates and licences;
  - (c) cancel certificates and suspend or revoke licences;
  - (d) add to and remove names from, the Registers and Rolls;
  - (e) receive fees required to be received under this Act; and
  - (f) keep open Registers and Rolls for public inspection at all times on payment of a prescribed fee.

(4) On the receipt of written instructions from the Council, the Registrar shall carry out his functions under subsection (3)(b), (c) and (d).

- (5) Where the Council is empowered under this Act to—
- (a) create a Register or Roll;
  - (b) issue certificates and licences;
  - (c) cancel certificates and suspend and revoke licences;
  - (d) add to, and remove names from, the Registers and Rolls; and
  - (e) receive fees,

the Registrar appointed under subsection (1), shall carry out such functions on its behalf.

**9.** Any expenses incurred by the Council in carrying this Act into effect, including expenses in connection with examinations under this Act and the travelling expenses of and sums paid as subsistence allowance to members of the Council shall be defrayed out of the sums received by the Council. Expenses of carrying Act into effect to be paid out of moneys received by Council.

Audit of accounts.

**10.** The accounts of the Council shall be audited to 31st December of each year, not later than 31st March in the ensuing year.

Annual report and information as required to be furnished by Council to Minister.

**11.** The Council shall make a report to the Minister not later than 30th June each year with respect to the administration of this Act for the preceding year ending 31st December, together with an audited statement of its accounts, and shall furnish to him such information as he may from time to time require respecting the conduct of its affairs and any other matters arising out of the administration of this Act.

Duty of Council to assist and advise Minister.

**12.** The Council shall assist and advise the Minister on matters pertaining to nursing care for the sick and midwifery services in Trinidad and Tobago, and in particular on the establishment of a recruitment and training programme for the provision and maintenance of the care and of the services.

**13. (Repealed by Act No. 8 of 2014).**

Registers and Rolls kept under this Act to be open to inspection. [8 of 2014].

**14.** (1) The Registers and the Rolls required to be kept under this Act shall be open to inspection at the office of the Council during the prescribed business hours on payment of the fee as may be prescribed.

(2) The Registers and the Rolls, or a copy or extract from any of them duly certified by the Registrar shall be *prima facie* evidence in all Courts and before all persons that the persons whose names are entered thereon are entitled to be registered or enrolled and are in fact registered or enrolled, as the case may be, and that any person whose name does not appear thereon is not registered or enrolled, as the case may be.

**PART II**

**NURSES, ADVANCED PRACTICE NURSES AND NURSE INTERNS**

Registers of Nurses. [8 of 2014].

**15.** (1) The Council shall keep for the purposes of this Part registers to be known as the Register of Nurses and the Register of Advanced Practice Nurses, on which it shall cause to be entered the names of all persons who are entitled to be registered as nurses or advanced practice nurses in accordance with this Act.

(2) The entry on the Register of Nurses or the Register of Advanced Practice Nurses shall show the date of the registration and the qualification upon which the registration is based.

(3) The Register of Nurses and Register of Advanced Practice Nurses may be divided or classified, according to the manner which the Council deems most appropriate, into male and female nurses, and into nurses qualified for general nursing or for such special classes or branches of nursing as the Council may from time to time specify.

(4) The Register of Advanced Practice Nurses shall contain the following particulars:

- (a) the name and address of the advanced practice nurse;
- (b) the area of specialisation;
- (c) the training, experience and qualification in the area of specialisation; and
- (d) the date of registration in the Register of Nurses.

(5) Any person whose name is not entered in the Register of Advanced Practice Nurses shall not hold himself out to be an advanced practice nurse.

(6) The name of an advanced practice nurse may appear on the Register of Midwives, the Register of Nurses and the Register of Advanced Practice Nurses.

(7) Where the Council cancels the registration of a midwife, a nurse or an advanced practice nurse under section 18, it shall, as applicable, remove the name of the midwife, the nurse or advanced practice nurse from the Register of Midwives, the Register of Nurses or the Register of Advanced Practice Nurses.

(8) Notwithstanding the removal by the Council of the name of a person from the Register of Advanced Practice Nurses, the Council may retain the name of the person on the Register of Nurses and the Register of Midwives.

**16.** (1) The names of all persons who are registered under the Nurses Registration Ordinance (repealed by this Act) as nurses immediately prior to the commencement of this Act shall be entered on the Register established under this Part of this Act

Qualifications  
for admission  
to the Register  
of Nurses.  
Ch. 12 No. 19.  
(1950 Ed.).  
[8 of 2014].

without the need for application on the part of such persons; and pending the entry of their names on the Register, all such persons shall be deemed to be duly registered under this Act.

(2) Any person who has—

(a) completed a course of training—

(i) in a recognised place of training under section 40; or

(ii) approved by the Accreditation Council under the Accreditation Council of Trinidad and Tobago Act; and

(b) passed the examination prescribed by the Council or any other nursing examining body recognised by the Accreditation Council,

Ch. 39:06.

and who establishes to the Council's satisfaction that he is a fit and proper person to be entered on the Register as a nurse, shall on making application to the Council and upon compliance with the requirements of this Act, be entitled to be registered.

(2A) Where the Council receives an application under subsection (1) it shall, within three months of such receipt consider the application and give such directions in respect of the application as it thinks fit.

(3) Any person who establishes to the satisfaction of the Council that he is registered or is registrable on the Register of the General Nursing Council of England and Wales and that he is a fit and proper person to be entered on the Register as a nurse shall, on making application to the Council and upon compliance with the requirements of this Act, be entitled to be registered.

(4) Where there is a reciprocal agreement concerning nurses between Trinidad and Tobago and any part of the Commonwealth or any foreign country, any person who establishes to the satisfaction of the Council that he is registered and entitled to practise nursing in such place and that he is a fit and proper person to be entered on the Register shall, on making application to the Council and upon compliance with the requirements of this Act, be entitled to be registered.

(5) Any person not entitled to be registered in accordance with subsection (1), (2), (3) or (4) who establishes to the satisfaction of the Council that he is a graduate in nursing from a

school that is recognised by the Council as providing a standard of training and examination not lower than that prescribed under this Act, and is registered and in good standing in the country, territory, State or province in which he graduated as a nurse, or in which he last practised as a nurse, and that he is a fit and proper person to be entered on the Register shall, on making application to the Council, and upon compliance with the requirements of this Act be entitled to be registered but the Council as a condition of registration may require that such person submit to and pass an examination prescribed by the Council.

(6) Where the Council is satisfied that a person, although not qualified to be registered as a nurse under this Act, has undergone such a degree of training as in the opinion of the Council renders such a course expedient, the Council may, upon the application of the person, direct that the person shall be exempted from such portion of the prescribed course of training or from such portion of the examination as the Council thinks fit, or that the person shall be registered upon compliance with such conditions as to training and to the passing of examinations as the Council thinks fit.

(7) In determining if a person is a fit and proper person under this section, the Council shall consider if he—

- (a) is of good character;
- (b) is mentally and physically capable of performing satisfactorily, the duties of a nurse; and
- (c) has the ability to understand, read and speak English.

**16A.** (1) Subject to this section where, after January 1, 2008, a person has acquired a degree or diploma from a recognised place of training, such person shall be entitled to be granted a provisional certificate by the Council for a period of four years in the first instance. Provisional Nurse's or Midwife's certificate. [8 of 2014].

(2) A person who is granted a provisional certificate under this section shall be referred to as a “nurse intern”.

(3) A provisional certificate granted under subsection (1) shall entitle the holder thereof to only practise as a nurse intern while under supervision at a hospital listed under the Regional Health Authorities Act. Ch. 29:05.

(4) A nurse intern shall, within one year of his provisional registration, attempt a licensing examination conducted by the Council or any other examining body recognised by the Accreditation Council.

(5) Where a nurse intern fails to attempt the examination under subsection (4) within fifteen months of the grant of the provisional certificate, the Council may revoke his certificate.

(6) Where a nurse intern fails the licensing examination after his third attempt, the Council may require him to take a one-year remedial programme before he re-submits himself to a licensing examination.

(7) Where a nurse intern takes a remedial programme under subsection (6), his provisional certificate shall be valid for the period of the remedial programme.

(8) Where a nurse intern completes a remedial programme under subsection (6), and the original provisional certificate granted under subsection (1) has expired, he shall be issued another provisional certificate which shall be valid for two years.

(9) A provisional certificate can only be issued to a person for a maximum of two times.

(10) Where the Council receives an application for a provisional certificate, it shall within three months of such receipt consider the application and give such directions in respect of the application as it thinks fit.

Nurse Intern's  
Roll.  
[8 of 2014].

**16B.** The Council shall keep for the purposes of this Part, a roll to be known as the "Nurse Intern's Roll", on which shall be entered the name of every person who has been issued with a Nurse Intern's Certificate to practise as a nurse intern in accordance with section 16A.

Certificate of  
registration and  
annual  
registration fee.  
[22 of 1970  
8 of 2014].

**17.** (1) The Council shall, on entering the name of any person on the Register or Roll, issue to such person a certificate of registration or enrolment, and the certificate shall remain in force unless suspended or cancelled.

(1A) The Council shall, on entering the name of any person in the Register of Advanced Practice Nurses, issue to such

person a licence to practise as an advanced practice nurse and such licence shall remain in force unless revoked or suspended.

(2) Where a person fails to pay any annual registration fee which may be payable for three months after it becomes due, the Council may suspend the certificate or licence of such person until such time as the payment of the fee and any administrative fine so attached for non-payment is received by the Council, and the Council shall thereafter restore the validity of the certificate or licence.

(3) A person who practises as a registered nurse after his certificate of registration is suspended under subsection (2) commits an offence and is liable on summary conviction to a fine of ten thousand dollars or to one year imprisonment and in the case of a second or subsequent offence to a fine of fifteen thousand dollars or to imprisonment for eighteen months.

(4) A person who practises as an advanced practice nurse after his certificate of registration has been suspended under subsection (2), commits an offence and is liable on summary conviction to a fine of twenty thousand dollars or to imprisonment for three years and in the case of a second or subsequent offence, to a fine of twenty-five thousand dollars or to imprisonment for five years.

**18.** (1) The Council may by a two-thirds majority of its members present at a duly convened general meeting suspend for such period as the Council thinks fit, or cancel the registration or enrolment of any person whose name is registered or enrolled under this Part; and in such case the certificate of registration or enrolment issued under section 17(1) or the licence issued under section 17(1)A shall be deemed to be revoked, suspended or cancelled, as the case may be.

Cancellation or suspension of registration. [8 of 2014].

(2) Suspension or cancellation of registration may be made upon proof to the satisfaction of the Council of—

- (a) professional dishonesty;
- (b) negligence or incompetence in the performance of duty;
- (c) a habit or illness rendering the person unfit to practise nursing;

- (d) conduct that does not conform to the generally recognised standards of the profession of nursing, or that is unbecoming of the profession of nursing;
- (e) wilful refusal to obey a lawful order given in the course of his professional duty; or
- (f) fraud or misrepresentation in obtaining a registration or enrolment, whether for himself or some other person,

on the part of the person registered or enrolled.

(3) No proceedings shall be taken for the suspension or cancellation of a registration or enrolment, unless at least one week's notice in writing has been given to the person concerned of the intention to take such proceedings, and of the grounds on which such proceedings are based; and such person shall be entitled to be heard in his defence and to be represented by an Attorney-at-law at every stage of the proceedings.

Falsely conveying impression of being registered. [8 of 2014].

**19.** (1) A person who, not being registered or enrolled under this Part, or who during any period when his certificate of registration or enrolment has been suspended or cancelled or is deemed to have been suspended, takes or uses the name or title of "advanced practice nurse", "registered nurse", "nurse" or "nurse intern" whether alone or in combination with any other words or letters, or any name, title, addition, description, uniform or badge implying or calculated to convey the impression that he is registered or enrolled under this Part, or is recognised by law as an advanced practice nurse, a registered nurse, a nurse or a nurse intern, commits an offence.

(2) A person who, not being registered or enrolled under this Part or, who during any period when his certificate of registration or enrolment issued under this Part has been suspended or cancelled, practises as an advanced practice nurse, a registered nurse, a nurse, or a nurse intern, commits an offence and is liable on summary conviction to a fine of ten thousand dollars and imprisonment for two years.

**PART III**

**MIDWIVES**

**20.** (1) The Council shall keep for the purposes of this Part a Register, to be known as the Register of Midwives, on which shall be entered the names of all persons who are entitled to be registered in accordance with this Part.

Register of  
Midwives.

(2) The entry on the Register shall show the date of the registration and the qualification upon which the registration is based.

**21.** (1) The names of all persons who are registered as midwives under the Medical Board Act immediately prior to the commencement of this Act shall be entered on the Register established under this Part without need for application on the part of such persons; and pending the entry of their names on the Register, all such persons shall be deemed to be duly registered under this Act.

Qualification for  
admission to the  
Register of  
Midwives.  
[8 of 1963  
8 of 2014.].  
Ch. 29:50.

(2) Any person who has—

(a) completed a course of training—

(i) in a recognised place of training under section 40; or

(ii) approved by the Accreditation Council under the Accreditation Council of Trinidad and Tobago Act; and

Ch. 39:06.

(b) passed the examination prescribed by the Council or any other nursing examining body recognised by the Accreditation Council,

and who establishes to the Council's satisfaction that he is a fit and proper person to be entered on the Register as a midwife shall, on making an application to the Council and upon compliance with the requirements of this Act, be entitled to be registered.

(2A) In determining if a person is a fit and proper person, under subsection (2), the Council shall consider if he—

(a) is of good character;

(b) is mentally and physically capable of performing satisfactorily the duties of a midwife; and

(c) has the ability of a person to understand, read and speak English.

(3) Any person who establishes to the satisfaction of the Council that he is registered or is entitled to be placed on the Register of the Central Midwives Board of the United Kingdom or on the Register of any other Midwives' Board or body recognised by the Council, and that he is a fit and proper person to be entered on the Register as a midwife shall, on making application to the Council and upon compliance with the requirements of the Act, be entitled to be registered.

(4) Where the Council receives an application for a licence, it shall within six months of such receipt consider the application and give such directions in respect of the application as the Council thinks fit.

Review by  
Permanent  
Secretary.  
[8 of 2014].

**21A.** (1) Where three months have elapsed since an application was submitted to the Council, pursuant to sections 16, 16A and 21 and no decision has been given to the applicant, the applicant who feels aggrieved, may file a complaint with the Permanent Secretary.

(2) The Permanent Secretary shall cause the matter to be investigated within six weeks of receipt of the complaint.

(3) Upon receipt of the report of the investigation under subsection (2), the Permanent Secretary shall forward the report to the Council requesting that action be taken on the complaint within one month thereafter.

(4) For the purposes of this section, "Permanent Secretary" means the Permanent Secretary in the Ministry with responsibility for health.

Issue of licences  
to registered  
midwives.  
[22 of 1970  
8 of 2014].

**22.** (1) The Council shall on entering the name of any person on the Register issue to every such person a licence to practise as a midwife bearing the signature of the President or the Vice-President and the Registrar; and the licence shall remain in force unless suspended or cancelled.

(2) Where a person fails to pay any annual registration fee which may be payable for three months after it becomes due, the Council may suspend the licence of such person until such time as the payment of the fee and any administrative fine so attached for non-payment is received by the Council, and the Council shall thereafter restore the validity of the licence.

(3) A person who practises as a midwife after his licence is deemed to have been suspended under subsection (2) commits an offence and is liable on summary conviction to a fine of ten thousand dollars or to imprisonment for one year and in the case of a second or subsequent offence to a fine of fifteen thousand dollars or to imprisonment for eighteen months.

**23.** (1) The Council may by a two-thirds majority of its members present at a duly convened general meeting, suspend for such period as the Council thinks fit, or cancel the registration of any person whose name is registered under this Part; and in such case the licence issued under section 22(1) shall be deemed to be suspended or cancelled, as the case may be.

Cancellation or suspension of registration. [8 of 2014].

(2) Suspension or cancellation of registration may be made upon proof to the satisfaction of the Council of—

- (a) professional dishonesty;
- (b) negligence or incompetence in the performance of duty;
- (c) a habit or illness rendering the midwife unfit to practise midwifery;
- (d) conduct that does not conform to the generally recognised standards of the profession of midwifery, or that is unbecoming to a midwife;
- (e) wilful refusal to obey a lawful order given in the course of his professional duty; or
- (f) fraud or misrepresentation in obtaining a registration, whether for himself or any other person,

on the part of the person registered.

(3) No proceedings shall be taken for the suspension or cancellation of a registration unless at least one week's notice in writing has been given to the person concerned of the intention to take the proceedings, and of the grounds on which the proceedings are based; and such person shall be entitled to be heard in his defence and to be represented by an Attorney-at-law at every stage of the proceedings.

Licence to be surrendered on cancellation or suspension of registration. [8 of 2014].

**24.** Any midwife whose registration has been suspended or cancelled shall within fourteen days of being so notified in writing by the Registrar of the Council surrender his licence to the Registrar, and if he fails to do so commits an offence and is liable on summary conviction to a fine of one thousand dollars or to imprisonment for a period of eighteen months.

Midwife to give previous notice of intention to practise in district. [8 of 2014].

**25.** (1) Every midwife shall before practising in any district give notice in writing of his intention to do so, and of his place of residence or intended place of residence, to the Medical Officer of Health of the County in which he intends to practise, and to the Council; and he shall within fourteen days of any change of residence give notice of the change to the Medical Officer of Health and to the Council.

(2) In the month of January of each year every midwife shall make a return to the Council in the prescribed form showing the districts in which he has resided and in which he has been engaged in practice during the preceding year.

(3) If any midwife fails to comply with the provisions of subsection (1) or of subsection (2) he commits an offence and is liable on summary conviction to a fine of one thousand dollars or to imprisonment for a period of eighteen months.

(4) It shall not be an offence under this section for a midwife to render professional services in a case of emergency outside the district in which he has given notice of his intention to practise if within three days of rendering such services he notifies the Medical Officer of Health and the Supervisor of the district in which the services were rendered, in such form as may be prescribed, of the circumstances and particulars of the case.

Duty of midwife to report deaths and births. [8 of 2014].

**26.** If any person who has been attended by a midwife within fourteen days of being so attended, dies or gives birth, the midwife shall, within thirty-six hours of the death or birth, as the case may be, make a report thereof to the Medical Officer of Health; and any midwife who fails to comply with the provisions of this section commits an offence.

**27.** The Council may with the approval of the Minister appoint one or more persons who shall be either a medical practitioner or a nurse-midwife to be Supervisor for a county or district; and the Supervisor shall—

Appointment and duties of Supervisors.

- (a) exercise and maintain general supervision over midwives practising within his district in accordance with the rules and regulations of the Council;
- (b) investigate charges of malpractice, negligence or misconduct on the part of midwives practising within his district and to report the results of the investigation to the Council;
- (c) report forthwith to the Medical Officer of Health of the County and to the Council any matter affecting the efficiency and the standard of the midwifery services in his district.

**28.** If on investigation it appears on reasonable grounds to a Supervisor that any midwife practising within his district commits improper conduct of such a nature or in such circumstances as to render it dangerous or inexpedient in the public interest that the midwife should continue to practise pending a full inquiry, the Supervisor shall report the matter and the circumstances to the Medical Officer of Health of the district; and if the Medical Officer of Health concurs, the Supervisor shall serve upon the midwife a notice in writing signed by himself and by the Medical Officer of Health suspending the midwife from further practice pending directions from the Council; and in every such case the Supervisor shall within thirty-six hours cause to be delivered to the Registrar of the Council a copy of the notice together with a written report of the alleged improper conduct and of the circumstances on which the suspension is based.

Suspension of midwife from practice in urgent cases. [8 of 2014].

**29.** (1) A person who, not being licensed as a midwife under this Act, or who during any period when his licence to practise issued under this Act has been suspended or cancelled under section 23 or is deemed to have been suspended by virtue of section 22(2), takes or uses the name or title of “midwife” either alone or in conjunction with any other words or letters or any

Falsely conveying impression of being recognised midwife. [22 of 1970 8 of 2014].

name, title, addition, description, uniform or badge, implying or calculated to convey the impression that he is registered under this Part or is a person specially qualified to practise midwifery, or is recognised by law as a midwife, commits an offence.

(2) A person who, not being licensed as a midwife under this Act or who during any period when his licence to practise issued under this Act has been suspended or cancelled under section 23 practises as a midwife commits an offence and is liable on summary conviction to a fine of five thousand dollars or to imprisonment for five years.

Power of Minister to bring certain provisions into force.

**30.** The Minister may by Order declare that section 31 shall come into effect within an area defined and delimited by the Order at a date stated in the Order, which shall be not less than thirty days after the publication of the Order; and upon the date so stated that section shall come into effect and have effect accordingly.

Restriction on activities of unqualified persons at childbirth. [8 of 2014].

**31.** (1) From and after the date stated in any Order under section 30, and within the area in the Order defined and delimited, any person who does not hold a valid and subsisting licence as a midwife who assists a woman in childbirth otherwise than under the direction and personal supervision of a member of the Medical Board or of a registered midwife commits an offence and is liable on summary conviction to a fine of ten thousand dollars and to imprisonment for two months.

(2) Notwithstanding subsection (1), however it shall not be an offence for a person to render assistance without fee or reward in a case of sudden or urgent necessity where no medical practitioner or midwife is available.

Summoning of medical aid in emergency and payment therefor. [8 of 2014].

**32.** (1) In any emergency, as may be defined in rules or regulations made by the Council, a midwife shall call to his assistance a District Medical Officer or if a District Medical Officer is not available a member of the Medical Board, and the fee therefor in the case of a person proven and duly certified to be unable to pay, shall be payable out of public funds on a scale to be settled by the Minister.

(2) The midwife shall forthwith make a report to the Medical Officer of Health of the district of each such case of emergency, furnishing such information as he may require.

(3) The Medical Officer of Health shall notify the Council monthly of such cases of emergency as are referred to in subsection (1).

(4) The Minister or some person authorised by him may recover any fee paid under subsection (1) as a debt due to the State from the patient or from the husband or other person liable to maintain the patient.

#### PART IV

#### NURSING ASSISTANTS

**33.** The Council shall keep for the purposes of this Part a roll, to be known as the Roll of Nursing Assistants, on which shall be entered the names of all persons (in this Act referred to as Nursing Assistants) whose applications for enrolment have been approved by the Council.

Roll of Nursing Assistants.  
[22 of 1970].

**34.** The Council may in its discretion authorise the entry on the Roll of Nursing Assistants of the name of any person who has completed a course of training approved by the Council and who has passed the examinations prescribed by the Council and who has otherwise complied with the requirements of this Act.

Discretionary power of Council to enter names on Roll.  
[22 of 1970].

**35.** (1) The Council shall, on entering the name of any person on the Roll, issue to the person a certificate and the certificate shall remain in force unless suspended or cancelled.

Certificate of enrolment and annual enrolment fee.  
[22 of 1970  
8 of 2014].

(2) If any such person fails to pay any annual enrolment fee which may be payable for three months after it becomes due, his certificate of enrolment shall be deemed to be suspended; but it shall be lawful for the Council to restore the validity of the certificate upon payment of the enrolment fee and such further sum by way of fine as may be prescribed.

(3) A person who practises as a Nursing Assistant after his certificate is deemed to have been suspended under subsection (2) commits an offence and is liable on summary

conviction to a fine of five hundred dollars or to imprisonment for three months and in the case of a second or subsequent offence to a fine of one thousand dollars and imprisonment for six months.

Removal of names from Roll by Council. [22 of 1970].

**36.** The Council may, after due inquiry and on such grounds as it thinks proper, either for a fixed time or permanently, remove the name of any Nursing Assistant from the Roll of Nursing Assistants.

Falsely conveying the impression of being enrolled. [22 of 1970 8 of 2014].

**37.** (1) A person who not being enrolled as a Nursing Assistant under this Act, or who, during any period when his name is removed by the Council from the Roll of Nursing Assistants under section 36 or who is suspended from practice pending an inquiry under section 39 takes or uses the name or title of "Nursing Assistant" either alone or in combination with any other words or letters, or any name, title, addition, description, uniform or badge implying or calculated to convey the impression that he is enrolled as a Nursing Assistant under this Act commits an offence.

(2) A person who, not being enrolled as a Nursing Assistant under this Act or, who, during any period when his name is removed by the Council from the Roll of Nursing Assistants under section 36, or who is suspended from practice pending an inquiry under section 39, practises as a Nursing Assistant commits an offence and is liable to a fine of two thousand dollars or to imprisonment for two years.

#### PART V

#### GENERAL

Appeal against refusal to register or against removal of name from Register of Nurses or Register of Midwives. [22 of 1970 8 of 2014].

**38.** (1) Any person aggrieved by the refusal of the Council to enter his name on the Register of Advanced Practice Nurses, on the Register of Nurses or on the Register of Midwives, as the case may be, or by the suspension or cancellation of his registration as an advanced practice nurse, nurse or midwife, may, within one month from the date on which notice thereof is given to him by the Registrar, appeal against the Council's decision to a Judge in Chambers, and the Judge in giving his decision may make such order as to costs as he thinks fit.

(2) Any person whose application to be enrolled as a nurse intern or as a nursing assistant has been refused, or whose

name has been removed from the Roll of Nurse Interns or the Roll of Nursing Assistants whether for a fixed time or permanently, may within one month of being notified to that effect by the Registrar of the Council appeal in writing to the Minister for a review of the matter and the Minister's decision thereon shall be final.

**39.** If it appears to the Council on reasonable grounds to be inexpedient or dangerous in the public interest or in the interest of the health of his patients that any advanced practice nurse, nurse or nurse intern, midwife or nursing assistant should continue to practise pending a full inquiry, the Council may suspend the advanced practice nurse, nurse or nurse intern, midwife, or nursing assistant from practice pending the results of a full inquiry by the Council which shall be instituted into the matter forthwith.

Power of Council to suspend from practice pending inquiry. [22 of 1970 8 of 2014].

**40.** The Council may, with the approval of the Minister, designate such schools, hospitals or institutions as it thinks fit to be recognised as places of training or as affiliated places of training for nurses, nurse interns, midwives or nursing assistants, as the case may be.

Designation and approval of places of training. [22 of 1970 8 of 2014].

**41.** (1) The Minister may in consultation with the Council, make Regulations—

Regulations. [22 of 1970 8 of 2014].

- (a) respecting the establishment, maintenance and management of schools for nursing assistants and for the inspection thereof;
- (b) respecting the accommodation and equipment required for schools for nursing assistants, and the means of instruction to be used;
- (c) prescribing the minimum number of hours of instruction constituting a course of training for nursing assistants;
- (d) providing for the enrolment as nursing assistants of persons trained or partly trained as nursing assistants outside Trinidad and Tobago.

(2) Subject to the provisions of subsection (3), the Minister may in consultation with the Council, make Regulations

for carrying the purposes of this Act into effect, and, without limiting the generality thereof—

- (a) prescribing the conditions and qualifications on which persons may be admitted for training as nurses or as midwives or as nursing assistants;
- (aa) prescribing the conditions under which persons may be registered as advanced practice nurses;
- (b) prescribing curricula of study and programmes of training to be followed at places of training or affiliated places of training in respect of nurses, midwives, and nursing assistants, respectively;
- (ba) prescribing the standards for continuous education and training of advanced practice nurses, nurses and midwives;
- (c) prescribing and regulating the conduct of examinations to be undergone as a condition of admission to be registered as a nurse or a midwife, as the case may be;
- (d) regulating and defining the nature of the services which may be performed by advanced practice nurses, nurses or nurse interns, midwives and nursing assistants respectively, and directing the procedure to be followed in cases of emergency;
- (e) providing for charges to be made or fees to be paid, and the amounts thereof, for any of the purposes of this Act;
- (f) prescribing anything that is authorised or required to be prescribed under this Act.

(3) Where there is any conflict between any rule or regulation made by the Council and any Regulation made by the Minister under this Act, the provisions of the regulation made by the Minister in that behalf shall prevail.

(4) The Minister in consultation with the Council may by Regulations prescribe, the qualifications and experience required and the scope of practice for the advanced practice nurses.

(5) Regulations made under subsection (4), shall be subject to affirmative resolution of Parliament.

- 42.** There shall be paid to the Council in respect of every application to be examined or to be registered or enrolled, or as an annual registration or enrolment fee, such amount as may be prescribed. Fees.  
[8 of 2014].
- 43.** The Council may from time to time decide upon the times and places at which examinations under this Act shall be held, and may appoint examiners and fix their remuneration. Power of Council to arrange examinations and appoint examiners.
- 44.** The Council may at any time restore to the Register of Advanced Practice Nurses, the Register of Nurses, the Register of Midwives, the Roll of Nurse Interns or to the Roll of Nursing Assistants, as the case may be, any name which has been removed therefrom. Restoration of names removed from Registers or Rolls.  
[22 of 1970  
8 of 2014].
- 45.** Any person who, for the purpose of obtaining registration or enrolment under this Act, either for himself or for any other person, makes any false representation, whether by words, in writing, or by conduct, commits an offence. Making of false representation for purpose of registration.  
[8 of 2014].
- 46.** Any person who falsely makes or issues a certificate or licence purporting to be a certificate or licence under this Act, or any person who knowingly has in his possession any certificate or licence so falsely made or issued commits an offence. False certificates or licences.  
[8 of 2014].
- 47.** Any person who wilfully makes or causes to be made any falsification of—  
(a) the Register of Nurses;  
(b) the Register of Advanced Practice Nurses;  
(ba) the Roll of Nurse Interns;  
(c) the Register of Midwives; or  
(d) the Roll of Nursing Assistants,  
commits an offence. Falsification of Registers or of Roll.  
[22 of 1970  
8 of 2014].
- 48.** The Council may approve the design or description of any badge or uniform to be worn by advanced practice nurses, nurses or nurse interns, midwives, or nursing assistants. Approved badges or uniform.  
[22 of 1970  
8 of 2014].

Registrar to give notice of refusal of application for registration or of order of removal or suspension from Register. [8 of 2014].

**49.** Where the application of any person for registration or enrolment has been refused by the Council or where any order has been made for the removal of the name of any person from the Register or Roll or the suspension of any person registered or enrolled under this Act, the Registrar of the Council shall give notice forthwith of that fact to the person concerned.

Penalties. [8 of 2014].

**50.** (1) Any person guilty of an offence under this Act, except in cases where some other penalty is specifically provided, commits an offence and is liable on summary conviction to a fine of five thousand dollars or to imprisonment for one year for a first offence, and for a second or subsequent offence to a fine of ten thousand dollars or to imprisonment for two years.

(2) Any Regulations made under this Act may prescribe in respect of any contravention thereof or failure to comply therewith a penalty not exceeding a fine of five thousand dollars or imprisonment for six months on summary conviction.

What constitutes "unauthorised practice".

**51.** In any prosecution under this Act it shall be sufficient to prove that the accused has done or committed a single act of unauthorised practice, or has committed on a single occasion any of the acts prohibited under this Act, and the word "practice" as used in this Act shall be construed in accordance with this section.

Times of emergency. [8 of 2014].

**51A.** Where a national emergency exists, the Minister may, by Order, permit a person who is registered to practise advanced practice nursing, nursing or midwifery under the laws of his governing country, to practise advanced practice nursing, nursing or midwifery for the period specified in the Order, for the purpose of providing specific skills and technology and such person shall be deemed to be practising as if a licence had been issued under this Act.

Visiting nursing personnel. [8 of 2014].

**51B.** The Minister in consultation with the Council may, by Order, permit nursing personnel who are registered to practise advanced practice nursing, nursing or midwifery under the laws

of their governing countries as part of a visiting planned education or teaching programme or medical visiting treatment team, for the purpose of providing specific skills and technology and such persons shall be deemed to be practising as if a licence had been issued under this Act.

**52.** (1) Any moneys payable upon a summary conviction under this Act shall be paid to the Court.

(2) All moneys other than those specified under subsection (1), whether by way of fees, administrative fines or otherwise, shall be paid to the Council to be used for carrying the purposes of this Act into effect.

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**SUBSIDIARY LEGISLATION**

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**NURSING PERSONNEL REGULATIONS**

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[Subsidiary]

## NURSING PERSONNEL REGULATIONS

*made under section 41*176/1977.  
[52/1991  
107/1993  
174/2002  
8 of 2014].Citation.  
[8 of 2014].Interpretation.  
[8 of 2014].Ch. 12. No. 19.  
(1950 Ed.).

1. These Regulations may be cited as the Nursing Personnel Regulations.

2. (1) In these Regulations—

“a recognised place of training” means a place of training or affiliated place of training referred to in section 40 of the Act;

“Approved School of Midwifery” means a school designated by the Council with the approval of the Minister under section 40 of the Act as a recognised place of training for midwives or for instruction in obstetric nursing;

“Approved School of Nursing” means a school designated by the Council with the approval of the Minister under section 40 of the Act as a recognised place of training for nurses;

“Approved Training Centre” means a school designated by the Council with the approval of the Minister under section 40 of the Act as a recognised place of training for nursing assistants;

“the Council” means the Nursing Council established by the Nurses Registration Ordinance (since repealed) and continued under the Act;

“instructor” means a person responsible for the teaching of student nurses, pupil-midwives or trainees in a recognised place of training and in the case of pupil-midwives, for that part of the training that takes place in the homes of patients;

“practical final examination” means the practical final examination of the Nursing Council Registration Examination;

“President” means the President of the Council;

“pupil-midwife” means a woman admitted to an Approved School of Midwifery for training as a midwife;

“Register of Midwives” means the Register of Midwives kept in accordance with section 20 of the Act;

“Register of Nurses” means the Register of Nurses kept in accordance with section 15 of the Act;

“Roll of Nursing Assistants” means the Roll of Nursing Assistants kept in accordance with section 33 of the Act;

“Registrar” means the Secretary of the Council;

“student nurse” means a person admitted to an Approved School of Nursing for training as a nurse;

“trainee” means a person admitted to an Approved Training Centre for training as a nursing assistant;

“written final examination” or “qualifying examination” means the written final examination of the Nursing Council Registration Examination.

(2) The concept of a school for the training of nurses and of midwives and a centre for the training of nursing assistants embraces the classroom, such wards and departments of the recognised place of training as may offer patient care and such services as may be outside the institution and approved by the Council for offering to the student nurse, the pupil-midwife or the trainee experiences in public health, community services and such other experiences whereby the stipulated programme of training may be accomplished.

### SCHOOLS OF TRAINING

**3.** The Registrar shall prepare and keep a list of schools, hospitals and institutions from time to time designated by the Council with the approval of the Minister under section 40 of the Act as recognised places of training or as affiliated places of training for nurses or midwives or nursing assistants, as the case may be.

Approved schools of training.

**4.** An institution may be designated to be a recognised place of training for nurses if the Council is satisfied as regards the following criteria:

Designation of institution for training nurses.

- (a) provision at the institution of not less than a total of two hundred and fifty beds, comprising—
  - (i) not less than eighty medical beds;

- (ii) not less than sixty surgical beds (including eye, ear, nose and throat surgery);
  - (iii) not less than fifty paediatric beds (medical and surgical); and
  - (iv) not less than twenty beds each for gynaecological, obstetric and orthopaedic patients;
- (b) a sufficient variety of patients in the clinical area of the institution;
- (c) opportunities exist at the institution for adequate supervision and guidance of nursing students so as to ensure a high standard of patient care;
- (d) the staff of the institution includes—
- (i) a sufficient number of registered nurses for the guidance and supervision of student nurses in the day, the afternoon and in the night in the ratio of at least one registered nurse to not more than ten student nurses in the practice area;
  - (ii) persons qualified to teach and lecture in the various aspects of nursing and on all matters relating thereto in the ratio of one instructor to not more than thirty students in the classroom;
  - (iii) a person who, in the opinion of the Council, is qualified and prepared for directing and supervising the staff of the institution so as to ensure that the programme of training for the nursing examinations provided for in these Regulations is satisfactorily covered; and
  - (iv) persons qualified in medical, surgical and related specialties and registered under the Medical Board Act;
- (e) equipment and facilities for teaching and study exist at the institution and are in the opinion of the Council adequate for the preparation of persons as nurses; and

- (f) the institution is associated with a district service approved by the Council for the provision of experiences in the field of public health and community services.

5. An institution may be designated to be a recognised place of training for midwives if the Council is satisfied as regards the following criteria:

Designation of institution for training midwives.

- (a) at least one thousand confinements take place annually at the institution;
- (b) at least twenty-five per cent of the number of maternity beds at the institution are allocated to ante-natal care;
- (c) the staff of the institution includes a sufficient number of—
- (i) midwives;
  - (ii) persons experienced in obstetrics, gynaecology, paediatrics and anaesthetics who are registered under the Medical Board Act; and
  - (iii) persons qualified to teach and lecture on the various aspects of maternal and child care and on all matters relating thereto;
- (d) equipment and facilities for teaching and study exist at the institution and are in the opinion of the Council adequate for the preparation of persons as midwives;
- (e) the appurtenances of a school exist under the direction of a person who, in the opinion of the Council, is qualified for supervising and putting into effect the aims and objectives of a school of midwifery; and
- (f) the institution is associated with a district domiciliary service approved by the Council for the provision of training in the delivery and care of mothers and infants in their own homes.

Ch. 29:50.

Designation of institution for training nursing assistants.

**6.** An institution may be designated to be a recognised place of training for nursing assistants if the Council is satisfied as regards the following criteria:

- (a) provision at the institution of not less than one hundred beds, comprising—
  - (i) not less than fifty medical beds;
  - (ii) not less than twenty surgical beds;
  - (iii) not less than fifteen paediatric beds; and
  - (iv) not less than fifteen elective beds;
- (b) a sufficient variety of patients in the clinical area of the institution;
- (c) facilities exist at the institution for the supervision of the trainees by registered nurses during the entire course of the programme of training;
- (d) equipment and facilities for teaching and study including registered nurses prepared and qualified for carrying on teaching processes in the ratio following:
  - (i) in the classroom, one nurse to not more than thirty trainees; and
  - (ii) in the practice areas, one nurse to not more than ten trainees,
 exist at the institution and are in the opinion of the Council adequate for the preparation of persons as nursing assistants;
- (e) the staff of the institution includes a person who has been prepared for directing and supervising the staff of the institution and has been exposed to or suitably orientated in the training of nursing assistants.

#### TRAINING OF NURSES

Qualifications for admission as student nurse. [52/1991 61/2005].

**7.** Subject to these Regulations, a person may be admitted to an Approved School of Nursing as a student nurse if—

- (a) he is not less than seventeen years of age and not more than forty-five years of age in the year of his application for admission; and

- (b) he has obtained passes at Grade A, B or C in at least five subjects at the Ordinary Level of the General Certificate of Education examination, one of which shall be English Language; or
- (c) he has obtained passes at Grade I or II in at least five subjects at the General Proficiency Level of the Caribbean Examination Council examination, one of which shall be English Language; or
- (d) he has obtained at least five passes accruing from a combination of paragraphs (b) and (c), of which one shall be English Language; and
- (e) he supplies evidence of having undergone training for at least three years at a secondary school in mathematics, principles of accounts, commerce or any other subject which demonstrates possession of a sound knowledge of the numerate skills.

**8.** (1) An application to take the aptitude test shall be made to the Council in the form set out as Form 1 in the First Schedule.

Application to take aptitude test.  
Form 1.  
First Schedule.

(2) An applicant shall forward with his application—

- (a) the fee prescribed in the Second Schedule;
- (b) a certificate as to character in the form set out as Form 1 in the Third Schedule; and
- (c) such other documents as are specified in the application form or as may be required by the Council.

Second Schedule.

Form 1.  
Third Schedule.

**9.** An applicant who is successful in the aptitude test shall be awarded a certificate by the Council as evidence of his eligibility to seek admission to an Approved School of Nursing as a student nurse.

Certificate for admission to Approved School of Nursing.

**10.** (1) A person who is admitted to an Approved School of Nursing as a student nurse shall, within fourteen days of entry thereto or such other period as the Council may in its discretion

Registration as student nurse.

Form 1.  
Fourth  
Schedule.

allow, apply to the Council through the appropriate authority of the Approved School of Nursing in the form set out as Form 1 in the Fourth Schedule, for registration as a student nurse.

Second  
Schedule.

- (2) An applicant shall forward with his application—
- (a) the fee prescribed in the Second Schedule; and
  - (b) such other documents as are specified in the application form or as may be required by the Council.

(3) No person shall be admitted to the nursing examinations of the Council unless he is registered with the Council as a student nurse.

Removal of  
name from  
Register of  
Student Nurses.

**11.** (1) The name of a student nurse may be removed from the Register of Student Nurses for failure—

- (a) except during such leave as may be permitted under these Regulations, to devote the whole of the period of training to preparation for his examinations and future responsibilities as a nurse;
- (b) to complete the programme of training within the stipulated period; and
- (c) to enter the nursing examinations in accordance with these Regulations.

(2) Where a student nurse resigns or terminates his training at any stage prior to taking an examination which he is required to enter, the appropriate authority of the Approved School of Nursing shall, within fourteen days of the resignation or termination, notify the Council in that behalf, and the name of the student nurse shall be removed from the Register of Student Nurses.

(3) Where in the opinion of the appropriate authority of an Approved School of Nursing the attitude or performance of a student nurse is unsatisfactory or he is otherwise unsuited to be a nurse, a report shall be made to the Council with a recommendation for the removal of the name of the student nurse from the Register of Student Nurses.

(4) The Council on considering the report and recommendation under subregulation (3) and any explanation offered by the student nurse may request such further reports as it may consider necessary for determining whether the name of the student nurse should be removed from the Register of Student Nurses.

(5) If on consideration of the report and recommendation and any explanation offered by the student nurse the Council is satisfied that the attitude or performance of the student nurse is unsatisfactory or that he is otherwise unsuited to be a nurse, his name shall be removed from the Register of Student Nurses.

(6) The name of a student nurse shall be removed from the Register of Student Nurses—

- (a) after the second unsuccessful attempt at the assessment examination held at the end of the first six months of training;
- (b) after the second unsuccessful attempt at the practical or written preliminary examination;
- (c) after the third unsuccessful attempt at the practical or written final examination;
- (d) after failing to complete the preliminary examination at the end of two years from the date of entry to training; or
- (e) after failing to complete the final examination at the end of five years from the date of entry to training.

**12.** (1) The following examinations shall be held by the Council for persons in Approved Schools of Nursing who are registered as student nurses with the Council:

Nursing  
Examinations  
of the Council.  
[107/1993].

- (a) an assessment examination which shall be held at the end of six months from the date of entry to training;
- (b) a preliminary examination consisting of—
  - (i) a practical examination which shall be held not less than six months from the date of entry to training; and

- (ii) a written examination which shall be held not less than six months after successful completion of the assessment examination; and
- (c) a final examination consisting of—
  - (i) a practical examination which shall be held not less than three weeks prior to the written examination referred to below in this subregulation; and
  - (ii) a written examination (hereinafter referred to as “the qualifying examination”) which shall be held not less than thirty-six months from the date of entry to training.

(2) No student nurse may enter the written preliminary examination or the qualifying examination unless he has passed the practical preliminary examination or the practical final examination, as the case may be.

(3) A student nurse who fails the preliminary examination, either written or practical or the final examination, either written or practical in whole or in one subject is deemed to have failed the preliminary examination or the final examination, as the case may be.

Duration of programme of training.

**13.** The period of training of a student nurse shall extend over a period of three years from the date of entry to training.

Syllabus of subjects for general and psychiatric nursing.  
Fifth Schedule

**14.** The syllabus of subjects—

- (a) for the Certificate of General Nursing, is as set out in Part I of the Fifth Schedule; and
- (b) for the Certificate in Psychiatric Nursing, is as set out in Part II of the Fifth Schedule.

Content of programme of training.

**15.** The training of a student nurse shall include—

- (a) theoretical, practical and clinical instructions covering the subjects as prescribed in the syllabus;

- (b) attendance at not less than seventy-five per cent of the lectures on each subject in the syllabus; and
- (c) maintenance of a Record Book of practical nursing experiences which shall be presented by the student nurse at the practical nursing examinations, preliminary and final.

**16.** (1) The student nurse shall, whether in training for the Certificate in General Nursing or the Certificate in Psychiatric Nursing, cover during the first six months of training a programme of fundamental nursing principles (hereinafter referred to as “the Fundamental Nursing Programme”) as applied to—

Plan of training.

- (a) *Social Science*—Psychology applied to Nursing; Sociology applied to Nursing;
- (b) *Nursing Arts*—Nursing heritage, Fundamentals of Nursing (principles); Emergency Nursing Care (First Aid);
- (c) *Biological Sciences*—Human Anatomy and Physiology; Personal and Community Health; and
- (d) *Physical Science*—Principles of physics and chemistry as applied to Nursing.

(2) The student nurse whether in training for the Certificate in General Nursing or the Certificate in Psychiatric Nursing, shall cover over a period of not more than twenty-four months calculated from the date of entry to training the subjects set out in the syllabus for the preliminary examination, that is to say—

- (a) Principles and Practice of Nursing;
- (b) Introduction to the study of structure and function of man;
- (c) Personal and Community Health;
- (d) Introduction to the study of Human Behaviour; and
- (e) Emergency Care.

(3) The student nurse in training for the Certificate in General Nursing, shall cover over a period of not less than thirty-six months calculated from the date of entry to training the subjects set out in the syllabus for the final examination, that is to say—

- (a) Principles and Practice of Nursing related to specific Medical and Surgical conditions in children and adults;
- (b) Pharmacology;
- (c) Introduction to Psychiatric and Mental Health Nursing;
- (d) Introduction to the study of Man and his environment;
- (e) Professional Adjustments and Ethics; and
- (f) Elements of Ward Administration.

(4) The student nurse in training for the Certificate in Psychiatric Nursing shall cover over a period of not less than thirty-six months calculated from the date of entry to training the subjects set out in the syllabus for the final examination, that is to say—

- (a) Principles and Practice of Psychiatric Nursing;
- (b) Psychiatry—Science and Treatment of Mental Disorders;
- (c) Introduction to the study of Psychological concepts;
- (d) Community Health;
- (e) Physical illness and psycho-physiological disturbances;
- (f) Pharmacology;
- (g) Nutrition;
- (h) Professional Adjustments and Ethics; and
- (i) Elements of Ward Administration.

(5) The student nurse in training for the Certificate in General Nursing, shall receive theoretical and clinical experiences covering those aspects of the syllabus for the

Certificate in General Nursing. The clinical experiences shall be as set out below—

Maximum period of training	...	156 weeks
Minimum experience requirements	...	112 weeks
The Fundamental Nursing Programme		26 weeks
Medical Nursing	... ..	12 weeks
Surgical Nursing	... ..	12 weeks
Paediatric Nursing	... ..	12 weeks
Gynaecological Nursing	... ..	6 weeks
Psychiatric Nursing	... ..	6 weeks
Community Health Nursing	... ..	6 weeks
Obstetric Nursing	... ..	6 weeks
Operating Theatre Nursing	... ..	6 weeks
Casualty and Out Patient's Department		6 weeks
Ear, Nose, Throat and Eye Nursing	...	6 weeks
Communicable Diseases Nursing	...	4 weeks
Orthopaedic Nursing	... ..	4 weeks
Neuro-surgical Nursing...	... ..	4 weeks
Elective Nursing	... ..	4 weeks
Block (classroom)	... ..	18 weeks
		112 weeks

(6) For the purposes of subregulation (5), instruction in obstetric nursing shall extend over a period of not less than four weeks and shall include—

- (a) the female reproductive organs and the breasts;
- (b) the physiology and management of normal pregnancy;
- (c) the physiology, mechanism and management of normal labour;
- (d) the physiology and management of the puerperium;
- (e) an introduction to common complications which may arise in pregnancy, labour and the puerperium;
- (f) the physiology and care of the normal infant, breast and artificial feeding;

- (g) an introduction to common complications affecting the infant;
- (h) an introduction to the care of the premature infant;
- (i) the taking and recording of histories and examining pregnant women;
- (j) the observing of not less than six normal labours, including reception and admission treatment, care and comfort given during labour, the complete delivery and immediate care of mother and infant;
- (k) the observing of the nursing care of not less than six mothers and infants within the first nine days of the lying-in period; and
- (l) the making of one or more visits with a domiciliary midwife and attending a district pre-natal clinic.

(7) For the purposes of subregulation (6) “lying-in period” means a period being not less than nine days nor more than twenty-eight days after the end of the labour during which the continued attendance of a midwife is requisite.

(8) Where facilities for obstetric or gynaecological nursing experiences are not available to the male student nurse in training for the Certificate in General Nursing, the Council may waive the requirements of clinical experiences set out in subregulation (5), if the student nurse receives additional experiences in other areas so as to compensate for any deficiency in the total requirement of experiences.

(9) The student nurse in training for the Certificate in Psychiatric Nursing shall receive theoretical and clinical experiences covering those aspects of the syllabus for the Certificate in Psychiatric Nursing. The clinical experiences shall be as set out below:

Maximum period of training	...	...	156 weeks
Minimum experience requirements	...	...	112 weeks
The Fundamental Nursing Programme			26 weeks

Admission (disturbed) ... ..	9	weeks
Admission (acutely ill) ... ..	12	weeks
Convalescent Ward ... ..	8	weeks
Long-term Ward ... ..	8	weeks
Children's Ward ... ..	8	weeks
Psychogeriatrics Ward ... ..	6	weeks
Alcoholics ... ..	6	weeks
Occupational Therapy ... ..	4	weeks
Recreational Therapy ... ..	4	weeks
Psychiatric Unit ... ..	4	weeks
Community Mental Health ... ..	10	weeks
Public Health ... ..	3	weeks
Medical/Surgical Nursing ... ..	8	weeks
Paediatrics ... ..	4	weeks
Block (classroom) ... ..	18	weeks
<b>Total</b>	<b>112</b>	<b>weeks</b>

**17.** A student nurse may be granted the following periods of leave: Normal leave.

(a) Vacation leave ... ..	10	weeks
(b) Sick leave ... ..	6	weeks
(c) Emergency leave... ..	2	weeks

**18.** (1) An interruption of the programme of training of a student nurse exceeding four consecutive weeks is deemed to be a break in the training of the student nurse. Break in training.

(2) The appropriate authority of an Approved School of Nursing shall notify the Council of any break in the training of the student nurse.

(3) The report of the appropriate authority under subregulation (2) shall be accompanied by a medical certificate or other documentary evidence of illness satisfactory to the Council.

(4) In the event of a student nurse accruing an unsatisfactory pattern of leave the student nurse may be required to undergo further experience beyond the minimum experience stipulated in these Regulations before sitting the qualifying examination.

(5) No student nurse may be admitted to the qualifying examination unless the record of leave as shown on the form of application is satisfactory to the Council.

Post-basic programmes for registered nurses.

**19.** (1) The Council may from time to time initiate programmes of training (hereinafter referred to as “post-basic programmes”) so as to enable—

- (a) persons registered as general nurses to qualify for registration as psychiatric nurses;
- (b) persons registered as psychiatric nurses to qualify for registration as general nurses;
- (c) persons registered as general or psychiatric nurses to qualify for registration in any new or special class or branch of nursing as the Council may specify.

(2) A person whose certificate of registration is deemed to be suspended or cancelled under Part II of the Act—

- (a) shall not be admitted to a post-basic programme until his registration is restored;
- (b) shall, if he is attending a post-basic programme, cease to attend the programme until his registration is restored;
- (c) shall, if he has passed the qualifying examination, not be registered as a nurse in any other branch of nursing until his former registration is restored.

Entry to post-basic programme.

**20.** An application for admission to a post-basic programme at an Approved School of Nursing shall be made to the appropriate authority of the Approved School of Nursing.

Registration as post-basic student nurse.

**21.** (1) A person who is admitted to a post-basic programme at an Approved School of Nursing shall within fourteen days of entry thereto or such further period as the Council may in its discretion allow, apply through the appropriate authority of the Approved School of Nursing to the Council in the form set out as Form 2 in the Fourth Schedule, for registration as a post-basic student nurse.

Form 2.  
Fourth  
Schedule.

- (2) An applicant shall forward with an application—
- (a) the fee prescribed in the Second Schedule; and
  - (b) such other documents as are specified in the application form or as may be required by the Council.

Second Schedule.

(3) A post-basic student nurse shall not be permitted to enter the qualifying examination unless he is registered with the Council as a post-basic student nurse.

**22.** The post-basic programme shall extend over a period of not less than eighteen months of which not more than three weeks shall be vacation or other leave.

Duration of post-basic programme.

**23.** The name of a post-basic student nurse shall be removed from the Register of Post-Basic Student Nurses after the lapse of two and one-half years.

Removal of name from Register of Post-Basic Student Nurses.

**24.** (1) A registered general nurse seeking to qualify for registration as a psychiatric nurse shall receive theoretical and clinical experiences covering those aspects of the syllabus for the Certificate in Psychiatric Nursing set out hereunder—

Plan of post-basic programme.

Admission Ward	...	...	...	18 weeks
Convalescent	...	...	...	8 weeks
Convalescent (long-term)	...	...	...	8 weeks
Children's Ward	...	...	...	8 weeks
Psychogeriatrics Ward	...	...	...	6 weeks
Alcoholics Treatment Centre	...	...	...	2 weeks
Psychiatric Unit	...	...	...	4 weeks
Occupational Therapy Department	...	...	...	4 weeks
Recreational Therapy Department	...	...	...	4 weeks
Public Health	...	...	...	3 weeks
Psychiatric Social Work Department and Out-Patient's Clinic	...	...	...	2 weeks
Block	...	...	...	7 weeks
Orientation	...	...	...	1 week
Vacation Leave	...	...	...	3 weeks
Total				<u>78 weeks</u>

(2) A registered psychiatric nurse seeking to qualify for registration as a general nurse shall receive theoretical and clinical experiences covering those aspects of the syllabus for the Certificate in General Nursing set out hereunder:

	<i>The Female Nurse</i>	<i>The Male Nurse</i>
General Medicine ... ..	14 weeks	14 weeks
General Surgery ... ..	7 weeks	9 weeks
Paediatrics ... ..	10 weeks	12 weeks
Casualty ... ..	4 weeks	4 weeks
Out-Patient's Department	2 weeks	2 weeks
Ear, Nose and Throat ...	3 weeks	3 weeks
Eyes ... ..	3 weeks	3 weeks
Gynaecology ... ..	4 weeks	nil
Orthopaedics ... ..	3 weeks	3 weeks
Neurosurgery ... ..	4 weeks	4 weeks
Operating Theatre... ..	4 weeks	4 weeks
Public Health ... ..	3 weeks	3 weeks
Block ... ..	14 weeks	14 weeks
Vacation Leave ... ..	3 weeks	3 weeks
Total	78 weeks	78 weeks

Holding of  
examinations.  
[107/1993].

**25.** (1) Subject to subregulation (2) the written examinations other than the assessment examination for student nurses and post-basic student nurses shall be held at Approved Schools of Nursing in the months of June and July in each year.

(2) In the event of an emergency or other incident occurring which in the opinion of the Council renders it expedient to advance, defer or postpone such examinations, the Council may after giving due notice to that effect to the appropriate authorities of Approved Schools of Nursing advance, defer or postpone the examinations.

Qualifications  
for taking  
assessment  
examination.

**26.** The assessment examination may be taken by a student nurse if—

- (a) he is shown not to have exceeded the stipulated entitlement of leave permitted over the period of the programme of training; and

- (b) he is declared by the appropriate authority of the Approved School of Nursing to have displayed conduct and performance of a satisfactory standard.

**27.** (1) An application to take the assessment examination shall be made to the Council in the form set out as Form 2 in the First Schedule, not less than three weeks before the commencement of the examination.

Application to take assessment examination.  
Form 2.  
First Schedule.

(2) The applicant shall forward with his application the examination fee prescribed in the Second Schedule.

Second Schedule.

(3) The application shall include evidence satisfactory to the Council that there has been compliance by the applicant with regulation 10.

**28.** The preliminary examination may be taken by a student nurse if—

Qualifications for taking preliminary examination.

- (a) he has been successful in the assessment examination;
- (b) he is shown by transcripts submitted by the appropriate authority of the Approved School of Nursing to have satisfied the requirements of theoretical and clinical experiences calculated from the date of entry to the programme of training to the date of making application to take the preliminary examination;
- (c) he is shown not to have exceeded the stipulated entitlement of leave permitted over the period of the programme of training; and
- (d) he is declared by the appropriate authority of the Approved School of Nursing to have displayed conduct and performance of a satisfactory standard.

**29.** (1) An application to take the preliminary examination shall be made to the Council in the form set out as Form 3 in the First Schedule, not less than three weeks before the commencement of the examination.

Application to take preliminary examination.  
Form 3.  
First Schedule.

(2) The applicant shall forward with his application the examination fee prescribed in the Second Schedule.

(3) The application shall include evidence satisfactory to the Council that there has been compliance by the applicant with regulation 10.

Qualifications  
for taking  
qualifying  
examination.

**30.** (1) The qualifying examination may be taken by a student nurse if—

- (a) he has been successful in the preliminary examination and the final practical examination;
- (b) he is shown by transcripts submitted by the appropriate authority of the Approved School of Nursing to have satisfied the requirements of theoretical and clinical experiences calculated from the date of entry to the programme of training to the date of making application to take the examination;
- (c) he is shown not to have exceeded the stipulated entitlement of leave permitted over the period of the programme of training; and
- (d) he is declared by the appropriate authority of the Approved School of Nursing to have displayed conduct and performance of a satisfactory standard.

(2) The qualifying examination may be taken by a post-basic student nurse if—

- (a) he holds a valid certificate of registration under section 17(1) of the Act and is undergoing the post-basic programme of training;
- (b) he is shown by transcripts submitted by the appropriate authority of the Approved School of Nursing to have satisfied the requirements of theoretical and clinical experiences calculated from the date of entry to the programme of training to the date of making application to take the examination;

- (c) he is shown not to have exceeded the stipulated entitlement of leave permitted over the period of the programme of training; and
- (d) he is declared by the appropriate authority of the Approved School of Nursing to have displayed conduct and performance of a satisfactory standard.

**31.** (1) An application to take the final examination shall be made to the Council not less than three weeks before the commencement of the examination. Application to take final examination.

(2) The application shall be made—

(a) in the case of a student nurse who is completing the general nursing programme, in the form set out as Form 4 in the First Schedule;

Form 4.  
First Schedule.

(b) in the case of a student nurse who is completing the psychiatric nursing programme, in the form set out as Form 5 in the First Schedule;

Form 5.  
First Schedule.

(c) in the case of a post-basic student nurse who is completing the general nursing programme, in the form set out as Form 6 in the First Schedule; and

Form 6.  
First Schedule.

(d) in the case of a post-basic student nurse who is completing the psychiatric nursing programme, in the form set out as Form 7 in the First Schedule.

Form 7.  
First Schedule.

(3) The applicant shall forward with his application the examination fee prescribed in the Second Schedule.

Second  
Schedule.

(4) The application shall include evidence satisfactory to the Council that there has been compliance by the applicant with regulation 10 or regulation 21, as the case may be.

**32.** A student taking the practical or written examinations of the Council is required— Uniform.

(a) to wear the full uniform of the Approved School of Nursing in which the programme is being undertaken;

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*Nursing Personnel*

[Subsidiary]

*Nursing Personnel Regulations*

(b) to be of neat and tidy appearance and with an avoidance of extremes with respect to hair, nails, footwear and length of clothing.

Punctuality at examinations.

**33.** A student taking the practical or written examinations of the Council who arrives at the examination centre more than fifteen minutes after an examination has commenced may be refused permission to take the examination.

Absence from an examination.

**34.** (1) A student whose name is on the list of candidates for an examination of the Council who absents himself from the examination and fails to submit in writing an explanation for the absence, satisfactory to the Council, may be deemed to have had one unsuccessful attempt at the examination.

(2) A medical certificate in support of absence from an examination shall be delivered to the Council within two days of the date on which the absence occurred.

Student may resit examination.

**35.** (1) A student failing one subject of an examination is permitted to resit the subject at the next following examination unless expressly required by the Council to pursue further training in the particular subject for a specific period.

(2) No student may resit the whole or one subject of an examination unless the record of leave and experience calculated from the date of the last application to the date of the application to resit the whole or one subject of the examination is satisfactory to the Council.

Exclusion from training or registration.

**36.** (1) Notwithstanding anything in these Regulations the Council may refuse to register as a student nurse or to admit to the nursing examinations or to the Register of Nurses or to issue a certificate to any person whom it considers to be physically, mentally or morally unfit to be a nurse.

(2) Where a person proposing to become a student nurse or being a student nurse presents to the Council a birth or baptismal certificate or other document in accordance with these Regulations,

which has been falsified in any way, the Council shall be entitled to postpone his registration as a student nurse or his admission to the examinations or to refuse to register him as a student nurse or to admit him to the examinations or to the Register of Nurses.

**37.** Where it is brought to the notice of the Council that a student nurse who is a candidate for the preliminary or final examination, or who has been successful in the qualifying examination and is an applicant for admission to the Register of Nurses, has been convicted of an indictable offence or has been guilty of conduct which, had he been a registered nurse, would in the opinion of the Council have rendered him liable to disciplinary proceedings in accordance with the procedure prescribed in these Regulations, the Council may make such reasonable investigations as may be necessary, and may, after affording him an opportunity to offer an explanation, refuse to admit him to the preliminary or final examination or to the Register of Nurses, as the case may be.

Disqualification for examination and registration.

**38.** A student nurse or a post-basic student nurse who has taken the qualifying examination shall be informed by the Council of his results at the examination.

Notification of results of examinations.

**39.** A student nurse or a post-basic student nurse who is successful in the qualifying examination shall be awarded the Certificate of General Nursing or the Certificate of Psychiatric Nursing, as the case may be, by the Council.

Award of certificate.

### REGISTRATION OF NURSES

**40.** (1) An application for registration as a general nurse in the Register of Nurses shall be made to the Council.

Registration as a nurse.

(2) The application shall be made—

(a) in the case of a person who has been successful in the qualifying examination in general nursing, in the form set out as Form 3 in the Fourth Schedule; and

Form 3. Fourth Schedule.

(b) in the case of a person trained in general nursing outside Trinidad and Tobago and seeking

Form 4.  
Fourth  
Schedule.

registration under section 16(3), (4) or (5) of the Act, in the form set out as Form 4 in the Fourth Schedule and shall be accompanied by a certificate as to character in the form set out as Form 2 in the Third Schedule.

Form 2.  
Third Schedule.

(3) An application for registration as a psychiatric nurse in the Register of Nurses shall be made to the Council.

(4) The application shall be made—

Form 5.  
Fourth  
Schedule.

(a) in the case of a person who has been successful in the qualifying examination in psychiatric nursing, in the form set out as Form 5 in the Fourth Schedule; and

Form 6.  
Fourth  
Schedule.

(b) in the case of a person trained in psychiatric nursing outside Trinidad and Tobago and seeking registration under section 16(3), (4) or (5) of the Act in the form set out as Form 6 in the Fourth Schedule and shall be accompanied by a certificate as to character in the form set out as Form 3 in the Third Schedule.

Form 3.  
Third Schedule.

(5) An applicant shall forward with his application the registration fee prescribed in the Second Schedule.

Second  
Schedule.

Annual  
registration fee.

**41.** (1) Subject to these Regulations, a certificate of registration to practise as a general or psychiatric nurse may be continued in force on payment of the annual registration fee prescribed in the Second Schedule.

Second  
Schedule.

(2) The annual registration fee shall become due on the 30th September in each year subsequent to the year in which a person was registered.

(3) Where a certificate of registration is deemed to be suspended under section 17(2) of the Act for non-payment of any annual registration fee the validity of the certificate may be restored upon application made in writing to the Council and on payment of any unpaid annual registration fee and the fine prescribed in the Second Schedule.

Second  
Schedule.

**42.** (1) Subject to subregulation (2), on the expiration of a period of suspension of the registration of a nurse under section 18 of the Act, the Council shall upon application made in writing to the Council and on payment of any unpaid annual registration fee, restore the registration of the applicant.

Restoration of registration after suspension.

(2) The Council may in its discretion as a condition to restoring the registration of the applicant under subregulation (1) require the applicant to pay any fees incurred by the Council in taking disciplinary proceedings against him.

**43.** (1) A person may at any time after two years from the date of cancellation of his certificate under section 18 of the Act apply in writing to the Council for restoration of his registration.

Restoration of registration after cancellation.

(2) The application shall be made in writing and shall state any ground upon which it is made and the names and addresses of two persons acceptable to the Council who are able and willing to give oral or written information as to the character of the applicant, the nature of his employment since the date of cancellation of his registration and such other information as the Council may require.

(3) Subject to subregulation (4), where the Council proposes to restore the registration of the applicant, the registration may be restored on payment of the registration fee.

(4) The Council may in its discretion as a condition to restoring the registration of the applicant require him to pay any fees incurred by the Council in taking disciplinary proceedings against him.

(5) An applicant whose application under subregulation (1) for restoration of his registration is rejected by the Council may from time to time make a further application, but no application made before two years of the rejection of any application shall be entertained by the Council.

## TRAINING OF MIDWIVES

Qualifications  
for admission as  
a pupil-midwife.

**44.** Subject to these Regulations, a person may be admitted to an Approved School of Midwifery as a pupil-midwife if—

- (a) she is registered as a nurse in the Register of Nurses;
- (b) she has passed—
  - (i) at least five subjects at ordinary level of the General Certificate of Education, two of the subjects being English Language and a subject which shows a proficiency in mathematics; and
  - (ii) the aptitude test (oral or written) of the Council.

Disqualification  
for admission to  
training as  
midwife.

**45.** A person shall not be eligible for training as a pupil-midwife if she is under twenty-one years of age, or except at the discretion of the Council, if she is over fifty years of age.

Registration as  
pupil-midwife.

**46.** (1) A person who is admitted to an Approved School of Midwifery as a pupil-midwife shall within fourteen days of entry thereto or such other period as the Council may in its discretion allow, apply through the appropriate authority of the Approved School of Midwifery to the Council in the form set out as Form 7 in the Fourth Schedule, for registration as a pupil-midwife.

Form 7.  
Fourth  
Schedule.

(2) An applicant shall forward with her application—

Second  
Schedule.

- (a) the fee prescribed in the Second Schedule; and
- (b) such other documents as are specified in the application form or as may be required by the Council.

(3) No pupil-midwife shall be admitted to the midwifery examinations of the Council unless she is registered with the Council as a pupil-midwife.

Removal of  
name from the  
Register of  
pupil-midwives.

**47.** (1) The name of a pupil-midwife may be removed from the Register of Pupil-Midwives for failure—

- (a) except during such leave as may be permitted under these Regulations, to devote the whole of

the period of training to preparation for her examinations and future responsibilities as a midwife;

- (b) to complete the programme of training within the stipulated period; and
- (c) to enter the first examination following the end of the programme of training.

(2) Where a pupil-midwife resigns or terminates her training at any stage prior to taking an examination which she is required to enter, the appropriate authority of the Approved School of Midwifery shall, within fourteen days of the resignation or termination, notify the Council in that behalf, and the name of the pupil-midwife shall be removed from the Register of Pupil-Midwives.

(3) Where in the opinion of the appropriate authority of an Approved School of Midwifery the attitude or performance of a pupil-midwife is unsatisfactory or she is otherwise unsuited to be a midwife, a report shall be made to the Council with a recommendation for the removal of the name of the pupil-midwife from the Register of Pupil-Midwives.

(4) The Council on considering the report and recommendation under subregulation (3) and any explanation offered by the pupil-midwife may request such further reports as it may consider necessary for determining whether the name of the pupil-midwife should be removed from the Register of Pupil-Midwives.

(5) If on a consideration of the report and recommendation and any explanation offered by the pupil-midwife the Council is satisfied that the attitude or performance of the pupil-midwife is unsatisfactory or that she is otherwise unsuited to be a midwife, her name shall be removed from the Register of Pupil-Midwives.

**48.** The period of training of a pupil-midwife shall extend over a period of—

Duration of programme of training.

- (a) not less than one year in the case of a person referred to in regulation 44(a); and

(b) not less than two years in the case of a person referred to in regulation 44(b).

Plan of training.

**49.** (1) A one-year pupil-midwife shall receive theoretical and clinical experiences covering those aspects of the syllabus for the midwifery examinations. The clinical experiences shall be as set out hereunder—

Maximum period of training	...	52 weeks
Minimum experience requirements		50 weeks
		(2,200 hours)
Labour Ward	... ..	10 weeks
Gynaecology (abortions)	... ..	2 weeks
Premature Unit and General Nursery	... ..	8 weeks
Lying-in Ward	... ..	8 weeks
Antenatal Ward	... ..	10 weeks
Family Planning, Antenatal and Post-natal Clinics	... ..	6 weeks
District Puerperium	... ..	2 weeks
Child Welfare Clinics	... ..	2 weeks
Milk Kitchen	... ..	2 weeks
		<hr/>
	Total	50 weeks

(2) A two-year pupil-midwife shall receive theoretical and clinical experiences covering those aspects of the syllabus for the midwifery examinations. The clinical experiences shall be as set out hereunder—

Maximum period of training	... ..	111 weeks
Minimum experience requirements	... ..	90 weeks
		(3,960 hours)
A: Paediatric—Medical	... ..	4 weeks
Paediatric—Surgical	... ..	4 weeks
Paediatric—Infectious	... ..	2 weeks
Gynaecology (pure)	... ..	2 weeks
		<hr/>
		12 weeks

B: Gynaecology (abortions) ... ..	4 weeks
Labour Ward ... ..	20 weeks
Premature Unit and General Nursery	12 weeks
Lying-in Ward ... ..	12 weeks
Antenatal Ward ... ..	12 weeks
Family Planning, Antenatal and Post-natal Clinics ... ..	8 weeks
District Puerperium ... ..	4 weeks
Child Welfare Clinic ... ..	4 weeks
Milk Kitchen ... ..	2 weeks
	78 weeks
Total Minimum Clinical experiences ...	90 weeks

**50.** The syllabus of subjects for the Certificate and Licence to practise as a Midwife is as set out in Part 3 of the Fifth Schedule.

Syllabus of subjects. Part 3. Fifth Schedule.

- 51.** (1) The training of a pupil-midwife shall include—
- (a) theoretical, practical and clinical instruction and attendance upon, and the nursing of cases;
  - (b) attendance at a minimum of eighty per cent of the lectures on the subjects in the syllabus;
  - (c) conduct of antenatal examination on not less than sixty pregnant women;
  - (d) practical instruction in the care and supervision of women during the course of pregnancy;
  - (e) witnessing not less than ten labours and being in attendance upon not less than sixty such labours, making full examinations during the course of labour, personally delivering the infants, placenta and membranes and making full records thereof; and
  - (f) delivery in the patient's own home or in any approved place outside of the Approved School of Midwifery of such cases as may be prescribed from time to time.

Content of Programme of training.

(2) All practical instructions shall be carried out by the pupil-midwife under the supervision of a midwife.

Records to be maintained by pupil-midwife.

**52.** (1) A pupil-midwife shall maintain and keep a record of experiences received during the course of training and in addition, a special book of records (hereinafter referred to as a “Case Book”) in accordance with these Regulations.

(2) A Case Book shall record selected patient-care experiences of the pupil-midwife including reports covering the assessment and management of such number of cases as may be prescribed by these Regulations, that is to say—

- (a) the history of each case;
- (b) the progress of each labour managed and the puerperal care including family planning.

(3) A minimum of six cases shall be recorded in the Case Book of the pupil-midwife of which not less than three shall be of cases referred to in regulation 51(1)(f).

Midwifery examinations.

**53.** Midwifery examinations both written and practical shall be held in the months of January and July in each year.

Commencement of training.

**54.** (1) A one-year pupil-midwife who proposes to enter at the end of a one-year period of training—

- (a) the January midwifery examinations, shall commence training not later than the first week in November of the first half of the biennial preceding the January midwifery examinations;
- (b) the July midwifery examinations, shall commence training not later than the first week in May of the first half of the biennial preceding the July midwifery examinations.

(2) A two-year pupil-midwife who proposes to enter at the end of a two-year period of training—

- (a) the January midwifery examinations, shall commence training not later than the first week

- in November of the first third of the triennial preceding the January midwifery examinations;
- (b) the July midwifery examinations, shall commence training not later than the first week in May of the first third of the triennial preceding the July midwifery examinations.

**55.** A two-year pupil-midwife may be granted vacation leave Normal leave. covering a period of three weeks on completion of the first year of training.

**56.** (1) An interruption of the programme of training of a pupil-midwife for a period covering more than seven consecutive working days is deemed to be a break in the training of the pupil-midwife. Break in training.

(2) The appropriate authority of an Approved School of Midwifery shall notify the Council of any break in the training of a pupil-midwife.

(3) Subject to subregulation (5), where a break in the training of a pupil-midwife was caused by illness or other emergency, the Council may on application made by the pupil-midwife and approved by the appropriate authority of the Approved School of Midwifery allow the training prior to the break to be counted towards the prescribed period of training on such terms and conditions as the Council may think fit and in particular any deficiency caused by the break shall be compensated for before the pupil-midwife applies for entry to the midwifery examinations.

(4) Where the break was caused other than by illness or normal vacation leave, the Council having regard to the duration of the break may disallow the period of training prior to the break to be counted as part of the prescribed period of training.

(5) Where a break was caused by illness the application under subregulation (3) shall be accompanied by a medical certificate or other documentary evidence of illness satisfactory to the Council.

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Nursing Personnel

[Subsidiary]

Nursing Personnel Regulations

Application to take midwifery examinations.

**57.** (1) An application to take the midwifery examinations shall be made to the Council not less than three weeks before the commencement of the examinations.

(2) The application shall be made—

(a) in the case of a one-year pupil-midwife, in the form set out as Form 8 in the First Schedule; and

(b) in the case of a two-year pupil-midwife, in the form set out as Form 9 in the First Schedule.

Form 8.  
First Schedule.

Form 9.  
First Schedule.

(3) The applicant shall forward with her application the examination fee prescribed in the Second Schedule.

Second  
Schedule.

(4) The application shall include evidence satisfactory to the Council that there has been compliance by the applicant with regulation 44.

Presentation of Case Book to examiner.

**58.** The pupil-midwife shall, at the oral and practical parts of the midwifery examinations, present to the examiner her Case Book duly completed and signed by the Instructor of the Approved School of Midwifery authorised in that behalf and the examiner may question the pupil-midwife on any aspect of the records entered in her Case Book.

Pupil-midwife may resit examination.

**59.** (1) A pupil-midwife who is unsuccessful at the first examination following the end of her programme of training shall enter the next scheduled examination and if again unsuccessful may be allowed to enter the next scheduled examination.

(2) A pupil-midwife who fails to enter an examination as provided in subregulation (1) for cause unsatisfactory to the Council, shall be deemed to have had one unsuccessful attempt at the examination.

Exclusions from training or registration.

**60.** (1) Notwithstanding anything in these Regulations the Council may refuse to register as a pupil-midwife or to admit to the examination or to the Register of Midwives or to issue a certificate to, any person whom it considers to be physically, mentally or morally unfit to be a midwife.

(2) Where a person proposing to become a pupil-midwife or, being a pupil-midwife presents to the Council a birth or baptismal certificate or other document in accordance with these Regulations, which has been falsified in any way, the Council shall be entitled to postpone her registration as a pupil-midwife, or her admission to the examinations or to refuse to register her as a pupil-midwife or to admit her to the examinations or to the Register of Midwives.

**61.** Where it is brought to the notice of the Council that a pupil-midwife who is a candidate for the midwifery examinations, or who has been successful in the midwifery examinations and is an applicant for admission to the Register of Midwives, has been convicted of an indictable offence or has been guilty of conduct which, had he been a midwife, would in the opinion of the Council have rendered him liable to disciplinary proceedings in accordance with the procedure prescribed in these Regulations, the Council may make such reasonable investigations as may be necessary, and may, after affording him an opportunity to offer an explanation, refuse to admit him to the examinations or to the Register of Midwives, as the case may be.

Disqualification for examinations and registration.

**62.** A pupil-midwife, who has taken the midwifery examinations shall be informed by the Council of the results of the examinations.

Notification of results of examinations.

**63.** A pupil-midwife who is successful in the midwifery examinations shall be awarded the Certificate of Midwifery by the Council.

Award of certificate.

**64.** (1) An application for registration as a midwife in the Register of Midwives shall be made to the Council.

Registration as a midwife.

(2) The application shall be made—

(a) in the case of a person who has been successful in the midwifery examinations, in the form set out as Form 8 in the Fourth Schedule; and

Form 8. Fourth Schedule.

(b) in the case of a person trained in midwifery outside Trinidad and Tobago and seeking registration under section 21(3) of the Act, in the form set out as Form 9 in the Fourth Schedule and shall be accompanied by a Certificate as to character in the form set out as Form 4 in the Third Schedule.

Form 9.  
Fourth  
Schedule.  
Form 4.  
Third Schedule.

(3) The applicant shall forward with her application the registration fee prescribed in the Second Schedule.

Second  
Schedule.

**65.** (1) Subject to these Regulations, a licence to practise as a midwife may be continued in force on payment of the annual registration fee prescribed in the Second Schedule.

Annual  
registration fee.

Second  
Schedule.

(2) The annual registration fee shall become due on the 30th September in each year subsequent to the year in which a person was registered.

(3) Where a licence to practise as a midwife is deemed to be suspended under section 22(2) of the Act for non-payment of any annual registration fee the validity of the licence may be restored upon application made in writing to the Council and on payment of any unpaid annual registration fee and the fine prescribed in the Second Schedule.

Second  
Schedule.

**66.** (1) Subject to subregulation (2), on the expiration of a period of suspension of the registration of a midwife under section 23 of the Act, the Council shall, upon application made in writing to the Council and on payment of any unpaid annual registration fee, restore the registration of the applicant.

Restoration of  
registration after  
suspension.

(2) The Council may in its discretion as a condition to restoring the registration of the applicant under subregulation (1) require him to pay any fees incurred by the Council in taking disciplinary proceedings against him.

Restoration of  
registration after  
cancellation.

**67.** (1) A person may at any time after two years from the date of cancellation of her registration as a midwife under section 23 of the Act apply in writing to the Council for restoration of her registration.

(2) The application shall be made in writing and shall state any ground upon which it is made and the names and addresses of two persons acceptable to the Council who are able and willing to give oral or written information as to the character of the applicant, the nature of her employment since the date of cancellation of his registration and such other information as the Council may require.

(3) Subject to subregulation (4), where the Council proposes to restore the registration of the applicant the registration may be restored on payment of the registration fee.

(4) The Council may in its discretion as a condition to restoring the registration of the applicant require her to pay any fees incurred by the Council in taking disciplinary proceedings against her.

(5) An applicant whose application under subregulation (1) for restoration of her registration is rejected by the Council may from time to time make a further application, but no application made before two years of the rejection of any application shall be entertained by the Council.

### TRAINING OF NURSING ASSISTANTS

**68.** Subject to these Regulations, a person may be admitted to an approved training centre as a trainee if—

Qualifications for selection as trainee.

- (a) he is of good character;
- (b) he is not less than eighteen years of age and not more than forty-five years of age;
- (c) he has passed the Primary School Leaving Certificate Examination or an equivalent examination or has satisfied the Council that he has attended an approved secondary school for a minimum of two years.

**69.** (1) An application for entry to the nursing assistant training course shall be made to the Council in the form set out as Form 10 in the Fourth Schedule.

Listing as trainee.

Form 10. Fourth Schedule.

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Second  
Schedule.

- (2) An applicant shall forward with his application—
- (a) the fee prescribed in the Second Schedule; and
  - (b) such other documents as are specified in the application form or as may be required by the Council.

Form 5.  
Third Schedule.

- (3) The applicant shall also cause to be forwarded directly to the Council by the person or authority completing the forms—
- (a) a certificate as to character in the form set out as Form 5 in the Third Schedule; and
  - (b) a certificate of commencement of the nursing assistant training course in the form set out as Form 6 in the Third Schedule.

Form 6.  
Third Schedule.

- (4) No person shall be admitted to the assessment tests of the Council for the Certificate of Enrolment as a Nursing Assistant unless he is listed with the Council as a trainee.

Removal of  
name from the  
List of Trainees.

- 70.** (1) The name of a trainee may be removed from the List of Trainees for failure—

- (a) except during such leave as may be permitted under these Regulations, to devote the whole of the period of training to preparation for his assessment tests and future responsibilities as a nursing assistant;
- (b) to complete the programme of training within the stipulated period; and
- (c) to enter the first assessment test following the end of the first six months of the programme of training.

- (2) The name of a trainee shall at the end of two years from the date of admission to the List of Trainees be removed therefrom unless the Council in its discretion having regard to representations made by the appropriate authority of the Approved Training Centre has permitted the name to remain on the List of Trainees for a further period not exceeding six months.

(3) Where a trainee resigns or terminates his training at any stage prior to taking an assessment test which he is required to enter, the appropriate authority of the Approved Training Centre shall, within fourteen days of the resignation or termination, notify the Council in that behalf, and the name of the trainee shall be removed from the List of Trainees.

(4) Where in the opinion of the appropriate authority of an Approved Training Centre the attitude or performance of a trainee is unsatisfactory or he is otherwise unsuited to be a nursing assistant, a report shall be made to the Council with a recommendation for the removal of the name of the trainee from the List of Trainees.

(5) The Council on considering the report and recommendation under subregulation (4) and any explanation offered by the trainee may request such further reports as it may consider necessary for determining whether the name of the trainee should be removed from the List of Trainees.

(6) If on consideration of the report and recommendation and any explanation offered by the trainee the Council is satisfied that the attitude or performance of the trainee is unsatisfactory or that he is otherwise unsuited to be a nursing assistant, his name shall be removed from the List of Trainees.

**71.** The syllabus of subjects for the Certificate of Enrolment as a Nursing Assistant is as set out in Part 4 of the Fifth Schedule.

Syllabus of subjects.  
Part 4.  
Fifth Schedule.

**72.** Leave of a trainee shall be calculated on a forty-four hour week basis. Any break in training exceeding two weeks at a time shall be reported to the Council by the appropriate authority of the Approved Training Centre.

Calculation of leave.

**73.** (1) No trainee shall be admitted to the written assessment test unless he has completed a minimum of 1,056 hours of theoretical and practical experience over a period of not less than six months from the date of entry to the Approved Training Centre.

Minimum experience and training required.

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(2) No trainee shall be admitted to the practical assessment test unless he has completed a minimum of 2,068 hours of theoretical and practical experience over a period of twelve months from the date of entry to the Approved Training Centre.

(3) No trainee shall be admitted to the Roll of Nursing Assistants unless he has completed 4,092 hours of theoretical and practical experience.

Admission to  
assessment tests.  
Form 10.  
First Schedule.

**74.** (1) An application to sit the written assessment test shall be made to the Council in the form set out as Form 10 in the First Schedule not less than three weeks before the commencement of the test.

(2) A trainee who has been unsuccessful in the written assessment test may apply to resit the test once only, subject, however, to his also applying to sit the practical assessment test.

Form 11.  
First Schedule.

(3) An application to sit the practical assessment test shall be made to the Council in the form set out as Form 11 in the First Schedule not less than three weeks before the commencement of the test.

Second  
Schedule.

(4) The applicant shall forward with his application under subregulation (1) or (3) the assessment test fee prescribed in the Second Schedule.

(5) A trainee who has been unsuccessful in the practical assessment test may apply to resit the test once only, subject, however, to the trainee undergoing a further period of six months' training prior to the making of his application.

Period of  
internship.

**75.** (1) The period of internship for all trainees shall be of a duration of twelve months from the date of passing the practical assessment test.

(2) No trainee shall spend more than three months in any one section or unit of an Approved Training Centre.

(3) During the period referred to in subregulation (1)—  
(a) the training of a trainee shall cover a minimum of 2,024 hours; and

(b) at least eleven weeks shall be spent in units approved by the Council for experiences in a public health situation and shall follow the general pattern, that is to say—

In General Health Care	...	4 weeks
In Maternal and Child Care	...	4 weeks
In Family Planning	... ..	1 week
In Immunisation Programmes	...	2 weeks

(4) The content of training received by a trainee during the period of internship shall be recorded by the appropriate authority of the Approved Training Centre on the form set out in the Sixth Schedule and attached to the trainee's application for enrolment as a nursing assistant.

Sixth Schedule.

**76.** (1) Notwithstanding anything in these Regulations the Council may refuse to list as a trainee or admit to the assessment tests or to the Roll of Nursing Assistants or to issue a certificate to any person whom it considers to be physically, mentally or morally unfit to be a nursing assistant.

Exclusion from training or enrolment.

(2) Where a person proposing to become a trainee or being a trainee presents to the Council a birth or baptismal certificate or other document in accordance with these Regulations, which has been falsified in any way, the Council shall be entitled to postpone his listing as a trainee or his admission to the assessment tests or to refuse to list him as a trainee or to admit him to the assessment tests or to the Roll of Nursing Assistants.

**77.** Where it is brought to the notice of the Council that a trainee has, either during the course of his training or after completion of his internship, been convicted of an indictable offence or has been guilty of conduct which had he been a Nursing Assistant, would in the opinion of the Council have rendered him liable to disciplinary proceedings in accordance with the procedure prescribed in these Regulations, the Council may after giving him an opportunity to state his case, and after making such reasonable investigations as may be necessary, refuse to admit him to the assessment tests or to the Roll of Nursing Assistants, as the case may be.

Disqualification for assessment tests and enrolment.

Notification of results of assessment tests.

**78.** A trainee who has taken an assessment test shall be informed by the Council of his results at the assessment test.

### ENROLMENT OF NURSING ASSISTANTS

Enrolment as nursing assistant.

**79.** (1) An application for enrolment as a nursing assistant shall be made to the Council.

(2) The application shall be made—

(a) in the case of a person who has successfully completed his period of internship, in the form set out as Form 11 in the Fourth Schedule; and

(b) in the case of a person trained as a nursing assistant outside Trinidad and Tobago, in the form set out as Form 12 in the Fourth Schedule.

Form 11.  
Fourth  
Schedule.

Form 12.  
Fourth  
Schedule.

Second  
Schedule.

(3) The applicant shall forward with his application the fee prescribed in the Second Schedule.

(4) An applicant who is admitted to the Roll of Nursing Assistants shall be awarded the Certificate of Enrolment as a Nursing Assistant by the Council.

Annual enrolment fee.

Second  
Schedule.

**80.** (1) Subject to these Regulations, a certificate of enrolment as a nursing assistant may be continued in force on payment of the annual enrolment fee prescribed in the Second Schedule.

(2) The annual enrolment fee shall become due on the 30th September in each year subsequent to the year in which a person was enrolled.

(3) Where a certificate of enrolment is deemed to be suspended under section 35(2) of the Act the validity of the certificate may be restored upon application made in writing to the Council and on payment of any unpaid annual enrolment fee and the fine prescribed in the Second Schedule.

Second  
Schedule.

(4) Where a certificate of enrolment is deemed to be suspended under section 35(2) of the Act the Council may, at any time prior to an application being made for restoration of the validity

of the certificate, cause to be published a notice of the suspension of the certificate.

**81.** (1) Subject to subregulation (2), on the expiration of any period during which the name of a person was removed from the Roll of Nursing Assistants under section 36 of the Act, the Council shall, upon application made in writing to the Council and on payment of any unpaid annual registration fee, restore the name of the applicant to the Roll.

Restoration of enrolment after suspension.

(2) The Council may in its discretion as a condition to restoring the name of the applicant to the Roll of Nursing Assistants under subregulation (1) require him to pay any fees incurred by the Council in taking disciplinary proceedings against him.

**82.** (1) A person may at any time after two years from the date of the permanent removal of his name from the Roll of Nursing Assistants under section 36 of the Act apply in writing to the Council for restoration of his name to the Roll.

Restoration of enrolment after cancellation.

(2) The application shall be made in writing and shall state any grounds upon which it is made and the names and addresses of two persons acceptable to the Council who are able and willing to give oral or written information as to the character of the applicant, the nature of his employment since the date of removal of his name from the Roll and such other information as the Council may require.

(3) Subject to subregulation (4), where the Council proposes to restore the name of the applicant to the Roll, the name may be restored on payment of the enrolment fee.

(4) The Council may in its discretion as a condition to restoring the enrolment of the applicant require him to pay any fees incurred by the Council in taking disciplinary proceedings against him.

(5) An applicant whose application under subregulation (1) for restoration of his enrolment is rejected by the Council may from time to time make a further application, but

no application made before two years of the rejection of any application shall be entertained by the Council.

### DISCIPLINARY PROCEEDINGS

Institution of disciplinary proceedings.

**83.** (1) Where the Council proposes to take disciplinary proceedings against a nurse, midwife or nursing assistant which may lead—

- (a) to the suspension or cancellation of the registration of the nurse or midwife; or
- (b) to the removal from the Roll of Nursing Assistants of the name of the nursing assistant,

the Council shall by notice in writing so inform the nurse, midwife or nursing assistant (hereinafter severally referred to as “the respondent”) at least one week before the commencement of the inquiry.

(2) The notice shall state—

- (a) the grounds on which the proceedings are based and shall give particulars of the grounds;
- (b) the date, place and time of the inquiry;
- (c) that the respondent is entitled to be heard in his defence and to be represented by an Attorney-at-law at every stage of the inquiry; and
- (d) that if the respondent fails to attend at the inquiry, without good reason, the inquiry may be proceeded with and concluded in his absence.

(3) The notice may be served on the respondent either personally or by being sent to him by registered post to the last postal address appearing in the register in which he is registered.

(4) Copies of all documents or other evidence which it is proposed to adduce in support of the charge shall be supplied to the respondent at least one week before the commencement of the inquiry.

Appointment of tribunal.

**84.** The Council shall, for the purpose of the inquiry, appoint not less than five members of the Council as a tribunal.

**85.** The following procedure shall apply at the inquiry:

Procedure at the inquiry.

- (a) the case against the respondent may be presented by any person, including an Attorney-at-law, on behalf of the Council;
- (b) the respondent or his representative shall be given full opportunity to cross-examine any witness called by the Council;
- (c) the respondent may testify on his own behalf and he or his representative may examine and re-examine any witness called to testify on his behalf;
- (d) the tribunal shall cause the evidence of witnesses and all submissions made to be taken down in writing.

**86.** On the conclusion of the inquiry the tribunal shall submit to the Council—

Report of tribunal.

- (a) the record of the proceedings; and
- (b) a report as to its findings.

**87.** (1) The Council may on consideration of the record of the proceedings and the report of the tribunal either exonerate the respondent or suspend or cancel his registration.

Decision of Council.

(2) The decision of the Council shall be immediately notified in writing to the respondent.

### GENERAL

**88.** (1) Subject to this regulation, where a certificate of registration as a nurse or midwife or a certificate of enrolment as a nursing assistant is lost, destroyed or mutilated a new certificate of registration or enrolment may be issued upon application made in writing to the Council and on payment of the fee prescribed in the Second Schedule.

Loss of certificate of registration.

Second Schedule.

(2) An application for a new certificate on the grounds of loss or destruction of a certificate shall be accompanied by an

affidavit attesting to the loss or destruction and that to the best of the applicant's knowledge and belief the certificate is not in the hands of any unauthorised person.

(3) A new certificate of registration or enrolment may be issued by the Council at the expiration of—

- (a) not less than one year following a first application on the ground of loss or destruction of a certificate; and
- (b) not less than five years following a second or any subsequent application on the ground of loss or destruction of a certificate.

(4) A mutilated certificate shall be submitted with an application for a new certificate on the ground of mutilation of the certificate.

Issue of badge. **89.** (1) The Council may issue a badge to any person whose name is on any of its registers or roll on payment of the fee prescribed in the Second Schedule.

Second  
Schedule.

(2) The badge shall have engraved thereon the number allotted to the person in the register or roll and the nature of his registration or enrolment.

Loss of badge. **90.** (1) The loss or destruction of a badge shall be reported to the Council within ten days of the loss or destruction.

(2) Subject to this regulation, where a badge is lost, destroyed or mutilated a new badge may be issued upon application made in writing to the Council and on payment of the appropriate fee.

(3) An application for a new badge on the ground of loss or destruction of a badge shall be accompanied by an affidavit attesting to the loss or destruction and that to the best of the applicant's knowledge and belief the badge is not in the hands of any unauthorised person.

(4) A new badge may be issued by the Council at the expiration of—

- (a) not less than one year following a first application on the ground of loss or destruction of a badge; and
- (b) not less than five years following a second or any subsequent application on the ground of loss or destruction of a badge.

(5) A mutilated badge shall be submitted with an application for a new badge on the ground of mutilation of the badge.

**91.** A badge issued by the Council shall remain the property of the Council and shall be returned to the Council where the registration of the person to whom it was issued is suspended or cancelled.

Badge to remain property of the Council.

**92.** Any person may on application made in writing to the Council and on payment of the fee prescribed in the Second Schedule be furnished with a statement under the Seal of the Council certifying that a person is, or was on any date, or is not, or was not on any date, on any of its registers.

Information from the register. Second Schedule.

**93.** (1) The Seal of the Council shall be kept in the custody of the Registrar who shall be responsible for the safe keeping thereof.

Seal of the Council and signature.

(2) The Seal of the Council shall be authenticated by the signature of the President and the Registrar.

(3) A record of the occasions on which and the purposes for which the Seal of the Council have been affixed, shall be kept by the Registrar and shall be signed by the President.



I now remit herewith the prescribed fee and forward the following original documents,  
*viz:*

- (a) Certificate of Birth (with affidavit or with Certificate of Baptism)
- (b) Certificate of Marriage (if any).

I also attach my passport-sized photograph and the Council's Form of Certificate as to Character duly completed.

.....  
*Signature of Applicant*

Date .....

**(For Office Use Only)**

Documents Returned  
 to Applicant

Educational Certificates Returned  
*G.C.E. or CXC Certificates*

- Certificate of Birth
- of Baptism
- of Marriage
- Affidavit

Any other supporting  
 document (specify):

.....  
 .....  
 .....  
 .....  
 .....  
 .....  
 .....

CAM, LON or CXC	Year	Subject Shown (State 'O' or 'A')
.....	.....	.....
.....	.....	.....
.....	.....	.....
.....	.....	.....
.....	.....	.....
.....	.....	.....
.....	.....	.....
.....	.....	.....
.....	.....	.....
.....	.....	.....

Any other Educational Certificates returned—  
 .....  
 .....

Documents indicated above returned on ..... and signed for by Owner  
 in acknowledgement of receipt.

.....  
*Signature*

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Nursing Personnel

[Subsidiary]

Nursing Personnel Regulations

Regulation 27(1).

FORM 2

Fees Receipt No. .....	Result .....	Examination No. .....
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THE NURSING COUNCIL OF TRINIDAD AND TOBAGO

APPLICATION FOR ENTRY TO THE ASSESSMENT EXAMINATION FOR STUDENT NURSES

From a person entered on the Council's Register of Student Nurses at the ..... Hospital School of Nursing

I, .....  
\*(Surname first: Block Letters. Place a comma after Surname. Followed by First Name; then Second Name, etc.)

having commenced the Programme of Training on .....  
Day Month Year

do hereby make application for entry to the Assessment Examination prescribed for all persons completing the six-month initial phase of the Council's Programme of Training known as the Fundamental Nursing Programme.

.....  
Signature of Applicant

Date .....

(To be completed by Authority of Approved School of Nursing)

Pattern of Leave taken by Applicant:		Total (in hours)
From .....	To .....	
From .....	To .....	
From .....	To .....	
From .....	To .....	
Total Leave taken ... ..		

I hereby certify that this Applicant has commenced the Programme of Training on the date indicated above and that the conduct, performance and application to duty of the Applicant have been of a satisfactory standard.

Signature of Authority .....  
Title .....  
Date .....

\* Any Name inserted here, different from that in which Student registration was effected, must be supported by documentary evidence.

(For Office Use Only)

Student registration checked and in order  Yes  No  
Registered Student Nurse Number .....

**FORM 3**

Regulation  
29(1).

Fees Receipt No. .....	Result .....	Examination No. .....
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**THE NURSING COUNCIL OF TRINIDAD AND TOBAGO**

**FORM OF APPLICATION FOR ENTRY TO THE  
PRELIMINARY NURSING EXAMINATION**

as prescribed in the First Schedule to Regulations drafted under  
section 41 of the Nursing Personnel Act

For completion by a Registered Student Nurse of the .....  
School of Nursing

I, .....  
*\*(Surname first, Block Letters. Place a comma after Surname, followed by First Name; then  
Second Name, etc.)*

a Registered Student Nurse of the institution named above, hereby apply to be admitted  
to the Preliminary Nursing Examination of the Council scheduled for

.....  
*(Month) (Year)*

I have passed the prescribed Assessment Examination held at the end of the first six  
months of training held in

.....  
*(Month) (Year)*

and have paid the Fee in the sum of \$ ..... in the manner stipulated.

.....  
*Signature of Applicant*

Date .....

\*Any name inserted here, different from that under which Student registration was  
effected must be supported by documentary evidence.

**LAWS OF TRINIDAD AND TOBAGO**

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*Nursing Personnel*

[Subsidiary]

*Nursing Personnel Regulations*

**(To be completed by Authority of Approved School of Nursing)**

Experience of Applicant

<i>Theoretical</i>			<i>Clinical</i>
Lectures	No. given	No. attended	
Elementary Anatomy and Physiology ... ..			Total experience received over the period—  From .....  To .....  Total clinical experience (in hours) .....
Personal and Communal Health ... ..			
Principles and Practice of Nursing ... ..			
Introduction to Microbiology ... ..			
Emergency care ... ..			
Introduction—Study of Human Behaviour ... ..			
Any Other(s) _____			

Leave Taken by Applicant

Type of Leave	No. of Hours	Total
Sick ... ..		
Vacation ... ..		
Other Leave* ... ..		
*Do not include normal "Days off"		Total=

I, Authority of the Approved School of Nursing named above, do hereby certify that this Applicant has been a Student Nurse of the school for the period commencing

.....  
*Day Month Year*

and that the conduct and performance of the Applicant has been satisfactory. I therefore recommend the Applicant for admission to the Preliminary Examination.

Signature of Authority of School .....  
 Title .....  
 Date .....

FORM 4

Regulation  
31(2)(a).

THE NURSING COUNCIL OF TRINIDAD AND TOBAGO

Fees Paid ..... (Date)	Examination No. F/.....	Result .....
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FORM OF APPLICATION FOR ENTRY TO THE  
COUNCIL'S FINAL EXAMINATION IN  
GENERAL NURSING  
Section A

(To be completed in handwriting of Applicant)

Hospital School of Nursing .....

I, .....  
(\*Surname first: Block Letters. Place a comma after Surname. Followed by First Name; then Second Name, etc. If married, use married name first, followed by maiden name, e.g., Smith nee Jones).

Student Nurse of the Hospital School of Nursing named above, hereby apply to be admitted to the Final Examination of the Council scheduled

for ..... 20.....

I have paid the Fee of \$ ..... in the manner stipulated by the Council and have passed the Preliminary Examination of the Council as indicated, viz:

Preliminary Examination .....  
(Month) (Year)

And I also Declare that the following particulars, under which I now place my signature are true and correct:

- (1) Age ..... Date of Birth ..... Date of Marriage .....
- (2) Place of Birth ..... Nationality .....
- (3) Private Address .....
- (4) Date of Entry to the Fundamental Programme .....
- (5) Date of successful completion of Fundamental Programme .....

Date .....  
Signature of Applicant

\*Note: The names appearing at the top of this Application will be entered on the Council's Certificate of Registration when it is prepared for issue, spelled in the manner and in the form or order given by the Applicant.

Certificates incorrectly prepared through the fault of the Applicant may not be amended.

Names given, if different from those under which Applicant was registered as a Student with the Council must be supported by documentary evidence.

Section B

Mr. ....  
 Miss .....  
 Mrs. ....  
 Practical Experience of Student Nurse,  
 calculated in hours from ..... to .....

Ward Experience	1st Year		2nd Year		3rd Year		4th Year		Totals
	Day	Evening	Day	Evening	Day	Evening	Day	Evening	
Medical, Male	..	..	..	..	..	..	..	..	..
Medical, Female	..	..	..	..	..	..	..	..	..
Surgical, Male	..	..	..	..	..	..	..	..	..
Surgical, Female	..	..	..	..	..	..	..	..	..
Paediatrics, Surgical	..	..	..	..	..	..	..	..	..
Paediatrics, Medical	..	..	..	..	..	..	..	..	..
Orthopaedics	..	..	..	..	..	..	..	..	..
Gynaecological	..	..	..	..	..	..	..	..	..
Communicable Diseases	..	..	..	..	..	..	..	..	..
Eye	..	..	..	..	..	..	..	..	..
Ear, Nose and Throat	..	..	..	..	..	..	..	..	..
Outpatients' Department	..	..	..	..	..	..	..	..	..
Nutrition	..	..	..	..	..	..	..	..	..
Operating Theatre	..	..	..	..	..	..	..	..	..
Casualty	..	..	..	..	..	..	..	..	..
*Central Sterilising Dept.	..	..	..	..	..	..	..	..	..
Neuro-Surgical	..	..	..	..	..	..	..	..	..
Obstetrics	..	..	..	..	..	..	..	..	..
Psychiatric	..	..	..	..	..	..	..	..	..
Community Health	..	..	..	..	..	..	..	..	..

(\*If applicable) Total Ward Experience:

APPLICATION FOR ENTRY TO THE FINAL EXAMINATION IN GENERAL NURSING—Continued

Section B—Continued

Total Hours of Practical Ward Experience =

Total Hours, School =

School: 1st Year = ..... hours  
 2nd Year = ..... hours  
 3rd Year = ..... hours

Total Hours of Practical Ward Experience =

Total Hours, School =

.....  
 Signature of Junior Matron compiling above data

Date .....

Leave taken by Student over the training period calculated in hours from ..... to .....

Leave	1st Year From ..... To .....	2nd Year From ..... To .....	3rd Year From ..... To .....	4th Year From ..... To .....	Totals
Sick ... ..					
Vacation ... ..					
Other Leave* ... ..					
Total Leave of all Types ...					

\*Do not include normal "Days off"

Signature of person compiling Leave.....

Title .....

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Nursing Personnel

[Subsidiary]

Nursing Personnel Regulations

Section C

(To be completed by Sister Tutor of the School)

Record of Theoretical Experience of Student Nurse:

Mr.  
Miss .....  
Mrs.

Name of Lecture	No. given	No. attended
General and Special Measures and Procedures ... ..	.....	.....
Medical conditions, Diseases and their treatment, Nursing ...	.....	.....
Surgery and Surgical Nursing ... ..	.....	.....
Gynaecology and Gynaecological Nursing... ..	.....	.....
Paediatrics and the Nursing of Sick Children ... ..	.....	.....
Materia Medica ... ..	.....	.....
Dietetics ... ..	.....	.....
Introduction to Physiotherapy ... ..	.....	.....
Introduction to Radiotherapy ... ..	.....	.....
Introduction to Psychotherapy ... ..	.....	.....
Occupational Therapy and Rehabilitation ... ..	.....	.....
Ear, Nose and Throat ... ..	.....	.....
Social Aspects of Diseases ... ..	.....	.....
Ophthalmology ... ..	.....	.....
Anaesthetics ... ..	.....	.....
Dermatology ... ..	.....	.....
Principles of Nursing ... ..	.....	.....
Practice of Nursing ... ..	.....	.....
Special Visits ... ..	.....	.....
Bandaging ... ..	.....	.....
Any Other... ..	.....	.....

Date .....

.....  
*Signature of Tutor*

**APPLICATION FOR ENTRY TO THE FINAL  
EXAMINATION IN GENERAL NURSING—Continued**

*Section D*

**(To be completed by Matron of the Hospital School of Nursing)**

I hereby declare that the Student Nurse named above has been a Student of this Hospital School of Nursing for a period of

.....  
calculated from the date of entry into the School to the date of my signing this Form of Application, and that the theoretical and practical experiences of this Student have been as indicated above. And I further declare that the conduct and application to duty of the Student over the training period are as follows:

Nursing Skills and Performance .....

Professional adjustment and deportment .....

Theoretical Knowledge .....

Signature of Matron .....

Hospital School of Nursing .....

Date .....

\_\_\_\_\_

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Nursing Personnel

[Subsidiary]

Nursing Personnel Regulations

Regulation 31(2)(b).

FORM 5

THE NURSING COUNCIL OF TRINIDAD AND TOBAGO

Fees Paid ..... (Date)	Examination No.  FM/.....	Result  .....
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FORM OF APPLICATION FOR ENTRY TO THE COUNCIL'S FINAL EXAMINATION IN PSYCHIATRIC NURSING

Section A

(To be completed in handwriting of Applicant)

Hospital School of Nursing .....

I, ..... (\*Surname first: Block Letters. Place a comma after Surname, followed by First Name; then Second Name, etc. If married, use married name First, followed by maiden name, e.g., Smith nee Jones).

Student Nurse of the Hospital School of Nursing named above, hereby apply to be admitted to the Final Examination of the Council scheduled for ..... 20....., I have paid the Fee of \$ ..... in the manner stipulated by the Council and have passed the Preliminary Examination of the Council as indicated, viz.:

Preliminary Examination ..... (Month) (Year)

And I also declare that the following particulars, under which I now place my signature are true and correct:

- (1) Age ..... Date of Birth ..... Date of Marriage .....
- (2) Place of Birth ..... Nationality .....
- (3) Private Address .....
- (4) Date of Entry to the Fundamental Programme .....
- (5) Date of successful completion of Fundamental Programme .....

..... Signature of Applicant

Date .....

\*Note: The names appearing at the top of this Application will be entered on the Council's Certificate of Registration when it is prepared for issue, spelled in the manner and in the form or order given by the Applicant.

Certificates incorrectly prepared through the fault of the Applicant may not be amended.

Names given, if different from those under which Applicant was registered as a Student with the Council must be supported by documentary evidence.

APPLICATION FOR ENTRY TO THE FINAL NURSING EXAMINATION IN PSYCHIATRIC  
 NURSING—Continued

Section B

Mr. Practical Experience of Student Nurse Miss .....  
 Mrs. .....  
 calculated in hours from ..... to .....

Ward Experience	1st Year			2nd Year			3rd Year			4th Year			Totals	
	Day	Evening	Night	Day	Evening	Night	Day	Evening	Night	Day	Evening	Night		
Tuberculosis, Male Ward														
Tuberculosis, Female Ward														
Admission Ward														
Geriatric Ward														
Acute Sick Ward														
Disturbed Patients Ward														
Epileptic Ward														
Convalescent Ward														
Special Treatment Ward														
Boys Ward, Male Section														
Criminal Lunatic Ward														
Isolation Ward														
Female Villa Ward														
Occupational and Recreational Therapy														
Psychiatric Outpatients Clinic														
Any Other														
	Total hours of Practical Ward Experience ...													

*Section B—Continued*

Name of Student Nurse, Mr. Miss Mrs. ....

School (in hours):

1st Year =
2nd Year =
3rd Year =
Total Hours, School =

.....  
Signature of Junior Matron compiling above data

Date .....

Leave taken by Student over the training period calculated in hours from ..... to .....

Leave	1st Year From .....To .....	2nd Year From .....To .....	3rd Year From .....To .....	4th Year From .....To .....	Totals
Sick ... ..					
Vacation ... ..					
Other Leave* ... ..					
Total Leave of all Types ...					

\*Do not include normal "Days off".

.....  
Signature of person compiling Leave

Title .....

**APPLICATION—FINAL EXAMINATION IN  
 PSYCHIATRIC NURSING—Continued**

*Section C*

**(To be completed by Nursing Instructor)**

Theoretical Experiences of Mr.  
 Miss .....  
 Mrs.

Lectures	No. given	No. attended
Theory and Practice of Nursing ... ..	.....	.....
Psychiatric Nursing ... ..	.....	.....
Social aspects of Psychiatry ... ..	.....	.....
Legal and administrative aspects of Psychiatric Nursing ... ..	.....	.....
Psychology ... ..	.....	.....
Psychiatry ... ..	.....	.....
Psychiatric Medicine ... ..	.....	.....
Pharmacology ... ..	.....	.....
Physical Methods of Treatment ... ..	.....	.....
Psychological Methods of Treatment ... ..	.....	.....
Occupational Therapy ... ..	.....	.....
Recreational Therapy ... ..	.....	.....
Ward Management and Supervision ... ..	.....	.....

.....  
*Signature of Nursing Instructor*

*Section D*

**(To be completed by Matron or Chief Male Nurse)**

I hereby declare that the Applicant named above has pursued the stipulated Programme of Training at this Hospital School of Nursing for persons seeking admission to the

Register of Nurses for the mentally ill for a period of .....  
 calculated from date of entry into the School to the date of my signing this Form of Application for entry to the Qualifying Examinations and that the theoretical and practical experiences of this Applicant have been as indicated herein.

And I further declare that the conduct and application to duty of the Applicant over the training period are as follows:

- Nursing Skills and Performance .....
- Professional Adjustment and Department .....
- Theoretical Knowledge .....

Date .....

.....  
*Signature*

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Nursing Personnel

[Subsidiary]

Nursing Personnel Regulations

Regulation 31(2)(c).

FORM 6

Fees Paid .....	Examination No. .....	Result .....
--------------------	--------------------------	-----------------

THE NURSING COUNCIL OF TRINIDAD AND TOBAGO

APPLICATION FOR ENTRY TO THE FINAL EXAMINATION IN GENERAL NURSING

(from a person currently on the Council's Register as a Psychiatric Nurse)

Section A

(To be completed in handwriting of Applicant)

Hospital School of Nursing .....

I, ..... (Surname first: Block Letters. If married, use married name first, followed by maiden name, e.g., Smith (nee Jones), followed by first name then second name, etc.)

having completed the prescribed programme of training and experience at the Hospital School of Nursing named above, hereby apply to be admitted to the Final Examination of the Council scheduled for ....., 20.....

I have paid the Fee of \$ ..... in the manner stipulated by the Council.

And I also declare that the following particulars, under which I now place my signature are true and correct:

- Age ..... Date of Birth ..... Date of Marriage .....
- Place of Birth .....
- Nationality .....
- Admission to the Register of the Nursing Council of Trinidad and Tobago—
  - Number in the Part of the Register for Psychiatric Nurses .....
  - Number(s) in any other part(s) of the Register .....
- Current registration—
 

Psychiatric Nurse registration in full force and effect (tick off)  
Yes  No

Registration(s) as mentioned in (b) above in full force and effect  
Yes  No

**FORM 6—Continued**

6. Date of commencement of Programme of Training .....

Permanent Private Address .....

.....

Date .....

.....  
*Signature of Applicant*

*Note:* The names appearing at the top of this Application will be entered on Council's Certificate of Registration when it is prepared for issue, spelled in the manner and in the form or order given by the Applicant. Certificates incorrectly prepared through the fault of the Applicant may not be replaced.

Names given, if different from those under which Applicant was registered in the Programme, must be supported by documentary evidence.

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Nursing Personnel

[Subsidiary]

Nursing Personnel Regulations

APPLICATION—FINAL EXAMINATION IN  
GENERAL NURSING—Continued

Section B

Practical Experience of Miss  
Mrs .....  
Mr.

calculated in hours from ..... to .....

Experience	Programme of Preparation			Additional Experience*			Total
	Day	Evening	Night	Day	Evening	Night	
Medical, Male ... ..							
Medical, Female ... ..							
Surgical, Male ... ..							
Surgical, Female ... ..							
Paediatrics, Surgical ... ..							
Paediatrics, Medical ... ..							
Orthopaedics... ..							
Gynaecological ... ..							
Communicable Diseases ... ..							
Eye ... ..							
Ear, Nose, Throat ... ..							
Outpatients Department ... ..							
Nutrition ... ..							
Operating Theatre ... ..							
Casualty ... ..							
Central Sterilisation ... ..							
Neuro-Surgical ... ..							
Obstetrics ... ..							
Psychiatric ... ..							
Community Health... ..							

Total Hours of Practical Experience ... ..

Total Hours of School .....

\*Note: These three columns marked “Additional Experience” are to be completed only for persons resitting the Examination.

They should reflect additional experience since last transcript was compiled for entry to the Examinations.

**APPLICATION—FINAL EXAMINATION IN  
GENERAL NURSING**

*Section B—Continued*

Leave taken over the training period (in hours)—

Sick .....

Vacation .....

Other Leave\* .....

(\*Do not include “Days off”).

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Nursing Personnel

[Subsidiary]

Nursing Personnel Regulations

Section C

(To be completed by Nursing Instructor)

Theoretical Experience of Miss  
Mrs .....  
Mr.

Lectures	No. Given	No. Attended
General and Special Measures and Procedures ...	.....	.....
Medical conditions, Diseases and their treatment, Nursing	.....	.....
Surgery and Surgical Nursing... ..	.....	.....
Obstetrics, Gynaecology and Gynaecological Nursing...	.....	.....
Paediatrics and the Nursing of Sick Children ...	.....	.....
Pharmacology ... ..	.....	.....
Nutrition ... ..	.....	.....
Introduction to Physiotherapy ... ..	.....	.....
Introduction to Radiotherapy ... ..	.....	.....
Introduction to Psychiatric Nursing ... ..	.....	.....
Occupational Therapy and Rehabilitation ... ..	.....	.....
Ear, Nose and Throat ... ..	.....	.....
Social Aspects of Diseases ... ..	.....	.....
Ophthalmology ... ..	.....	.....
Anaesthetics ... ..	.....	.....
Dermatology ... ..	.....	.....
Principles of Nursing ... ..	.....	.....
Practice of Nursing ... ..	.....	.....
Bandaging ... ..	.....	.....
Community Health ... ..	.....	.....
Special Visits ... ..	.....	.....
Any Other ... ..	.....	.....

Date .....

.....  
Signature of Nursing Instructor

**APPLICATION—FINAL EXAMINATION IN  
GENERAL NURSING—Continued**

*Section D*

**(To be completed by Matron of Hospital School of Nursing)**

I hereby declare that the Applicant named above has pursued the stipulated Programme of Training at this Hospital School of Nursing for persons seeking admission to the Register of General Nurses for a period of ..... calculated from date of entry into the School to the date of my signing this Form of Application for entry to the Qualifying Examinations and that the theoretical and practical experiences of this Applicant have been as indicated herein.

And I further declare that the conduct and application to duty of this Applicant over the training period are as follows:

Nursing Skills and Performance .....

Professional Adjustment and Deportment .....

Theoretical Knowledge .....

Signature .....

Title .....

Date .....

\_\_\_\_\_

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Nursing Personnel

[Subsidiary]

Nursing Personnel Regulations

Regulation 31(2)(d).

FORM 7

<b>Fees Paid</b> .....	<b>Examination No.</b> .....	<b>Result</b> .....
---------------------------	---------------------------------	------------------------

THE NURSING COUNCIL OF TRINIDAD AND TOBAGO

APPLICATION FOR ENTRY TO THE FINAL EXAMINATION IN PSYCHIATRIC NURSING

(from a person currently on the Council's Register as a General Nurse)

Section A

(To be completed in handwriting of Applicant)

Hospital School of Nursing .....

I, ..... (\*Surname first: Block Letters. If married, use married name first, followed by maiden name, e.g., Smith (nee Jones), followed by first name, then second name, etc.).

having completed the prescribed programme of training and experience at the Hospital School of Nursing named above, hereby apply to be admitted to the Final Examinations of the Council scheduled for ....., 20.....

I have paid the Fee of \$ ..... in the manner stipulated by the Council.

And I also declare that the following particulars, under which I now place my signature are true and correct:

- Age ..... Date of Birth ..... Date of Marriage .....
- Place of Birth .....
- Nationality .....
- Admission to the Register of the Nursing Council of Trinidad and Tobago—
  - (a) Number in the Part of the Register for General Nurses .....
  - (b) Number(s) in any other Part(s) of the Register .....
- Current registration—
  - General Nurse registration in full force and effect (tick off)
    - Yes  No
  - Registration(s) as mentioned in (b) above in full force and effect
    - Yes  No

**FORM 7—Continued**

6. Date of commencement of Programme of Training .....

Permanent Private Address .....

.....

.....

Date .....

.....  
*Signature of Applicant*

*\* Note:* The names appearing at the top of this Application will be entered on Council's Certificate of Registration when it is prepared for issue, spelled in the manner and in the form or order given by the Applicant. Certificates incorrectly prepared through the fault of the Applicant may not be replaced.

Names given, if different from those under which Applicant was registered in the Programme, must be supported by documentary evidence.

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Nursing Personnel

[Subsidiary]

Nursing Personnel Regulations

APPLICATION—FINAL EXAMINATION IN  
PSYCHIATRIC NURSING—Continued

Section B

Practical Experience of Mr.  
Mrs. ....  
Miss  
calculated in hours from ..... to .....

Ward Experience	Programme of Preparation			Additional Experience†			Total
	Day	Evening	Night	Day	Evening	Night	
Admission ... ..							
Convalescent (short-stay)...							
Convalescent (long-stay) including epileptics ... ..							
Psycho-geriatrics ... ..							
Children { Girls ... ..							
{ Boys ... ..							
Psychiatric Unit ... ..							
Occupational Therapy ... ..							
Recreational Therapy ... ..							
Psychiatric Outpatients Clinic ... ..							
Psychiatric Social Work Department ... ..							
Community Health... ..							
Court Orders (Criminal Lunatics) ... ..							
Total Hours of Practical Experience ... =							
Total Hours of School ... .. =							

Leave taken over the training period (in hours)—

Sick .....  
Vacation .....  
Other Leave\* .....  
Total = .....

\* Do not include "Days off".

† Note: These three columns marked "Additional Experience" are to be completed only for persons resitting the Examination. They should reflect additional experience since last transcript was compiled.

**APPLICATION—FINAL EXAMINATION IN  
 PSYCHIATRIC NURSING—Continued**

*Section C*

(To be completed by Nursing Instructor)

Theoretical Experience of      Mr.  
    Mrs. ....  
    Miss

Lectures	No. Given	No. Attended
Theory and Practice of Nursing ... ..		
Psychiatric Nursing ... ..		
Social aspects of Psychiatry ... ..		
Legal and administrative aspects of Psychiatric Nursing		
Psychology ... ..		
Psychiatry ... ..		
Psychiatric Medicine ... ..		
Pharmacology ... ..		
Physical Methods of Treatment ... ..		
Psychological Methods of Treatment ... ..		
Occupational Therapy ... ..		
Recreational Therapy ... ..		
Ward Management and Supervision ... ..		

.....  
*Signature of Nursing Instructor*

LAWS OF TRINIDAD AND TOBAGO

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Nursing Personnel

[Subsidiary]

Nursing Personnel Regulations

Section D

(To be completed by Matron or Chief Male Nurse)

I hereby declare that the Applicant named above has pursued the stipulated Programme of Training at this Hospital School of Nursing for persons seeking admission to the Register of Nurses for the Mentally ill for a period of ..... calculated from date of entry into the School to the date of my signing this Form of Application for entry to the Qualifying Examinations and that the theoretical and practical experience of this Applicant have been as indicated herein.

And I further declare that the conduct and application to duty of the Applicant over the training period are as follows:

Nursing Skills and Performance .....

Professional Adjustment and Deportment .....

Theoretical Knowledge .....

Date .....

.....

Signature

\_\_\_\_\_

**FORM 8**

Regulation  
57(2)(a).

**THE NURSING COUNCIL OF TRINIDAD AND TOBAGO**

*(Nursing Personnel Act)*

**FORM OF APPLICATION FOR ADMISSION TO THE  
COUNCIL'S MIDWIFERY EXAMINATIONS**

(on completion of a One-Year Programme of Training in the School)

Name of Applicant's Hospital School of Midwifery .....

I, .....  
\*Married  
Single  
Widow  
(\*Delete where inapplicable). [Surname first in Block Letters followed by a comma; followed by other name(s). If married, place married name first followed by maiden name after word "nee", e.g., Smith (nee Jones)].

hereby apply to be admitted to the Midwifery Examinations to be held in the month of ....., 20..... I have paid the Fee of \$ ..... in the manner stipulated by Council and declare the following particulars to be true and correct:

Date of registration as a Nurse in Trinidad and Tobago	}	General Nurse .....
Nurse Registration Number in Trinidad and Tobago		Psychiatric Nurse .....
	}	R.N. ....
		R.M.N. ....

Age ..... Date of Birth ..... Date of Marriage .....

Nationality ..... Trinidad and Tobago National Registration  
Number .....

Name of Hospital School of—

(a) General Nursing .....

(b) Psychiatric Nursing .....

And I also declare that my registration as a Nurse in Trinidad and Tobago is in full  
force and effect to the year ending December .....

Permanent Private Address .....

Date .....

.....  
*Signature of Applicant*

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Nursing Personnel

[Subsidiary]

Nursing Personnel Regulations

(Section to be completed by Junior Matron and countersigned by Senior Matron)

I hereby declare that this Applicant is a Nurse registered in Trinidad and Tobago and has been a pupil of the Midwifery School of this Hospital from ..... to .....

His/Her conduct has been at all times such as to render him/her a fit and proper person to be admitted to the Examination leading to his/her registration and licensing as a Midwife in Trinidad and Tobago. \*There has been no break in training. (\*Delete if inapplicable).

(If applicable, complete the following):

There has been a break in training from ..... to ..... due to .....

He/she previously sat the Council's Midwifery Examinations of: ..... and of .....

Signature ..... Junior Matron

Signature ..... Senior Matron

**APPLICATION FOR ENTRY TO THE  
 MIDWIFERY EXAMINATIONS**

*(To be used for all applicants)*

**(This section is to be filled by the Midwifery Tutor)**

**LECTURES ATTENDED**

I declare that .....  
*(Name of Applicant)*

has completed the following course of training:

Subject	Hours of Lectures	
	Doctor's	Tutor's
Anatomy and Physiology of the Pelvis and its Organs	...	.....
The Foetus ...	...	.....
Normal Pregnancy	...	.....
Antenatal Care	...	.....
Normal Labour	...	.....
Normal Puerperium	...	.....
Diseases of Pregnancy	...	.....
Diseases associated with Pregnancy	...	.....
Abnormal Labour	...	.....
Abnormal Puerperium	...	.....
Paediatric Lectures—Newborn infant, Premature infant	...	.....
Obstetric Emergencies	...	.....
Obstetric Operations and Instruments	...	.....
Anaesthesia and Analgesia	...	.....
Vital Statistics	...	.....
Public Health and Social Services	...	.....
Venereal Diseases	...	.....
Mothercraft	...	.....
Laws relating to the practice of Midwifery	...	.....
Others	...	.....
Total	...	.....

\*Preliminary Training School Experience Sheet attached.

Signed .....  
*Lecturer*

Signed .....  
*Midwifery Tutor*

(\*Cross out if not applicable)

Date .....

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Nursing Personnel

[Subsidiary]

Nursing Personnel Regulations

Practical Experience of Applicant Mrs. ....  
Miss

(Note: This section is to be completed by the Midwifery Tutor and Junior Matron)

Wards	Days	Hours	Deliveries Witnessed	Number
<b>*Gynaecological:</b>				
Pure	...	.....	Forceps	.....
Abortions	...	.....	Vacuum	.....
			Caesarean Sections	.....
<b>*Paediatric: Medical</b> ... ..				
			<b>Surgical</b> ... ..	
			<b>Infectious</b> ... ..	
			<b>Deliveries Performed</b>	<b>Number</b>
Antenatal	...	.....	Home	.....
Labour	...	.....	Hospital	.....
Lying-in	...	.....	B.B.A	.....
Nursery: General			Vaginal Examinations	
			Palpations	
<i>Clinics</i>				
Antenatal	...	.....	<b>Record of Leave</b>	
Post-natal	...	.....	<b>Type of Leave</b>	<b>Days</b> <b>Hours</b>
Family Planning	...	.....	Vacation	.....
Child Welfare	...	.....	Sick	.....
Venereal Diseases	...	.....	Pregnancy...	.....
District Puerperium	...	.....	Public Holidays...	.....
Milk Kitchen	...	.....	Not on Duty	.....
Obstetric Theatre	...	.....	Total Leave	.....
Total	...	.....		

(\*To be completed for applicants who are not Registered General Nurses)

Signed .....

Title .....

Date .....

Date .....  
Signature of Junior Matron

FORM 9

Regulation  
57(2)(b).

THE NURSING COUNCIL OF TRINIDAD AND TOBAGO

(Nursing Personnel Act)

FORM OF APPLICATION FOR ADMISSION TO THE  
COUNCIL'S MIDWIFERY EXAMINATIONS

(on completion of a Two-Year Programme of Training in the School)

Name of Applicant's Hospital School of Midwifery .....

\*Married

I, ..... Single

\*Delete where inapplicable. Surname first in Block Letters followed by a comma; Widow

followed by other name(s). If married, place married name first followed by maiden name after word "nee", e.g. Smith (nee Jones).

hereby apply to be admitted to the Midwifery Examinations to be held in the month of

....., 20..... I have paid the Fee of \$ ..... in the manner stipulated by Council and declare the following particulars to be true and correct, viz:

Age ..... Date of Birth ..... Date of Marriage .....

Nationality .....

Trinidad and Tobago National Registration Number .....

Date of entry to Hospital School of Midwifery .....

Private Permanent Address .....

.....

Date .....

Signature

(Section to be completed by Junior Matron and countersigned by  
Senior Matron)

I hereby declare that the Applicant named above who is not a Registered Nurse has gained ..... weeks' experience on the General Wards of this hospital and has been a Pupil on the Obstetric Unit from ..... to .....

I further declare that his/her conduct has been at all times such as to render him/her a fit person to be admitted to the Examinations leading to his/her registration and licensing as a Midwife in Trinidad and Tobago.

There has been a break in training from ..... to .....

He/She previously sat the Midwifery Examinations of—

..... and of .....

Signed..... Signed .....

(Junior Matron)

(Senior Matron)

Date .....

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[Subsidiary]

Nursing Personnel Regulations

**APPLICATION FOR ENTRY TO THE  
MIDWIFERY EXAMINATIONS**

*(To be used for all applicants)*

**(This section is to be filled by the Midwifery Tutor)**

**LECTURES ATTENDED**

I declare that .....  
*(Name of Applicant)*

has completed the following course of training:

Subject	Hours of Lectures	
	Doctor's	Tutor's
Anatomy and Physiology of the Pelvis and its Organs	.....	.....
The Foetus	.....	.....
Normal Pregnancy	.....	.....
Antenatal Care	.....	.....
Normal Labour	.....	.....
Normal Puerperium	.....	.....
Diseases of Pregnancy	.....	.....
Diseases associated with Pregnancy	.....	.....
Abnormal Labour	.....	.....
Abnormal Puerperium	.....	.....
Paediatric Lectures—Newborn infant, Premature infant	.....	.....
Obstetric Emergencies	.....	.....
Obstetric Operations and Instruments	.....	.....
Anaesthesia and Analgesia	.....	.....
Vital Statistics	.....	.....
Public Health and Social Services	.....	.....
Venereal Diseases	.....	.....
Mothercraft	.....	.....
Laws relating to the practice of Midwifery	.....	.....
Others	.....	.....
<b>Total</b>	.....	.....

\*Preliminary Training School Experience Sheet attached.

Signed ..... Signed .....  
*Lecturer* *Midwifery Tutor*

(\*Cross out if not applicable) Date .....

Practical Experience of Applicant Mrs. ....  
 Miss

**(Note: This section is to be completed by the Midwifery Tutor and Junior Matron)**

Wards	Days	Hours	Deliveries Witnessed	Number
<b>*Gynaecological:</b>				
Pure	...	.....	Forceps	.....
Abortions	...	.....	Vacuum	.....
			Caesarean Sections	.....
<b>*Paediatric: Medical</b>				
	...	.....		
	...	.....		
	...	.....		
			Deliveries Performed	Number
Antenatal	...	.....	Home	.....
Labour	...	.....	Hospital	.....
Lying-in	...	.....	B.B.A.	.....
Nursery: General	...	.....	Vaginal Examinations	.....
Premature	...	.....		
Isolation	...	.....	Palpations	.....
<i>Clinics</i>				
Antenatal	...	.....	Record of Leave	
Post-natal	...	.....	Type of Leave	Days Hours
Family Planning	...	.....		
Child Welfare	...	.....	Vacation	.....
Venereal Diseases	...	.....	Sick	.....
District Puerperium	...	.....	Pregnancy...	.....
Milk Kitchen	...	.....	Public Holidays...	.....
Obstetric Theatre	...	.....	Not on Duty	.....
Total	...	.....	Total Leave...	.....

**(\*To be completed for applicants who are not Registered General Nurses)**

Signed .....

Title .....

Date .....

Date .....

*Signature of Junior Matron*

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Nursing Personnel

[Subsidiary]

Nursing Personnel Regulations

Regulation 74(1).

FORM 10

THE NURSING COUNCIL OF TRINIDAD AND TOBAGO

(Nursing Personnel Act, Part IV)

FORM OF APPLICATION FOR ENTRY TO THE COUNCIL'S WRITTEN ASSESSMENT TEST

(of persons listed as a Trainee in an Approved Training Centre)

Name of Training Centre .....

I, ..... [Insert Surname first: If married, place married name, then maiden name after the word "nee", e.g., Smith (nee Jones). Then insert other name(s)].

hereby make application for entry to Council's Written Assessment Test scheduled for ....., 20.....

I have paid the Fee of \$ ..... in the manner stipulated by the Council and declare that the particulars under which I now place my signature are correct.

Age ..... Date of Birth ..... Nationality .....

Date of commencement of training .....

Permanent Private Address .....

Date ..... Signature of Applicant .....

(To be completed by Authority of the Training Centre)

The theoretical and practical experience of the Trainee named above is as follows:

Table with 3 columns: Practical, Theoretical, Total. Header: Experience (in Hours)

And I hereby declare that his/her conduct has/has not been at all times such as to make him/her a fit person to be admitted to the Written Assessment Test leading to enrolment as a Nursing Assistant.

There has been a break in his/her training from ..... to ..... due to .....

Signature ..... Title ..... Date .....

**FORM 11**

Regulation  
74(3).

**THE NURSING COUNCIL OF TRINIDAD AND TOBAGO**  
*(Nursing Personnel Act)*

**FORM OF APPLICATION FOR ENTRY TO THE  
COUNCIL'S PRACTICAL ASSESSMENT TEST**

Name of Training Centre .....

I, .....  
*[Insert Surname first: if married, place married name, then maiden name after the word  
"nee", e.g., Smith (nee Jones). Then insert other name(s)].*

hereby make application for entry to Council's Practical Assessment Test scheduled  
for 20.....

I have paid the Fee of \$ ..... in the manner stipulated by the Council and declare  
that I have passed the Written Assessment Test of .....

.....

Date ..... Signature of Applicant

**(To be completed by authority of the Training Centre)**

I hereby declare that the Applicant named above has completed not less than twelve (12)  
months theoretical and practical experience in this Training Centre and that he/she has  
acquired the level of attainment as outlined below over the period—

From ..... to .....

Practical Nursing Skills and Performance .....

Professional adjustment and deportment .....

Theoretical knowledge .....

Confidential assessment of applicant .....

.....

And I also declare that his/her conduct has/has not been at all times such as to make  
him/her a fit person to be admitted to the Practical Assessment Test leading to  
enrolment as a Nursing Assistant after successful completion of the twelve (12) months  
compulsory practical programme.

There has been a break in his/her training from .....to .....

due to .....

.....

Signature .....

Date .....

Title .....

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Nursing Personnel

[Subsidiary]

Nursing Personnel Regulations

(TRAINEE FORM NO. 6)

THE NURSING COUNCIL OF TRINIDAD AND TOBAGO

Transcript of Training and Experience of—

(Name of Applicant)

in training at the ..... Centre over the period—  
from ..... to .....

Theory during course	Hours	Practical Experience during course	Hours
1. Fundamentals of Nursing including—		Assisting in the care and rehabilitation of—	
(a) Admission of patients— hospital regulations and routine treatment ... ..		Patients on Medical Wards ... ..	
(b) (i) personal hygiene— care of hands, head, feet, toes ... ..		Patients on Surgical Wards ... ..	
(ii) Bathing—bed, bath-room, special ... ..		Patients on Obstetric Wards ... ..	
(c) Nursing Procedures—		Newborn patients ... ..	
(i) Taking—temperature, pulse, respiration ... ..		Patients on Paediatric Wards ... ..	
(ii) specimen collection ... ..		Convalescents, the Aged ... ..	
(iii) observation ... ..		Patients on Psychiatric Wards ... ..	
(iv) recording ... ..			
(v) reporting ... ..			
(vi) preparation of patient for examination ... ..		Experience in—	
(vii) preparation and use of equipment ... ..		Outpatients Department ... ..	
(viii) enemas ... ..		Emergency Care ... ..	
(ix) administration of medicines ... ..		Food Service Department ... ..	
(x) suppositories ... ..		Any Other (specify area) ... ..	
(xi) pre- and post-operative care ... ..			
(xii) last offices ... ..			
2. Anatomy and Physiology as applied to Nursing and medical treatment ... ..			
3. Emergency measures application to—			
(a) Haemorrhages ... ..		Total Hours ... ..	
(b) Shock ... ..		I hereby certify that the trainee named above	
(c) Fractures ... ..		has completed the Experience as set out in	
(d) Sprains and Strains ... ..		this Transcript.	
(e) Unconsciousness ... ..			
4. Food and Food Service—			
(a) adults ... ..		.....	
(b) children ... ..		Signature of Authority of Centre	
(c) helpless and special		.....	
Preparation of artificial feeds ... ..		Official Title	
5. Ward hygiene—cleaning and dusting... ..		.....	
Total Hours ... ..		Date	

**SECOND SCHEDULE**

233/1987.  
 [107/1993  
 174/2002].

**I—EXAMINATION FEES**

	\$
On application for entry to the Aptitude Test ... ..	50.00
On application for entry to the Practical Assessment Examination ...	40.00
On application to resit one area of the Practical Assessment Examination	30.00
On application for entry to the Written Assessment Examination ...	40.00
On application to resit the Written Assessment Examination ... ..	40.00
On application for entry to the Practical Preliminary Examination ...	60.00
On application for entry to resit one area of the Practical Preliminary Examination ... ..	40.00
On application for entry to the Written Preliminary Examination ...	60.00
On application to resit the Written Preliminary Examination ... ..	60.00
On application for entry to the practical examination of the Nursing Council Registration Examination ... ..	200.00
On application to resit an area of the Practical Final Examination ...	50.00
On application for entry to the written examination of the Nursing Council Registration Examination ... ..	200.00
On application to resit the Written Final Examination ... ..	75.00
On application to enter the Midwifery Examination ... ..	75.00
On application to enter the Written Trainee Assessment... ..	60.00
On application to enter the Practical Trainee Assessment ... ..	60.00

**II—REGISTRATION IN TRAINING PROGRAMMES**

On application for registration as a Student Nurse ... ..	30.00
On application for registration as a Post-Basic Student Nurse ... ..	60.00
On application for registration as a 2nd Year Pupil Midwife ... ..	30.00
On application for registration as a 1st Year Pupil Midwife ... ..	60.00
On application for listing as a Trainee ... ..	30.00

**III—FEES OR ADMISSION TO REGISTER AND ROLL**

On application for admission to the Register—	
Under the provisions of sections 16(2) and 21(2) of the Act ...	90.00
Under the provision of section 16(3) of the Act ... ..	100.00
Under the provisions of sections 16(4), (5), (6) and 21(3) of the Act—	
On application ... ..	50.00
On completion of requirements for registration... ..	100.00

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*Nursing Personnel*

[Subsidiary]

*Nursing Personnel Regulations*

	\$
On application for admission to the Roll—	
Of a person trained in Trinidad and Tobago ... ..	90.00
Of a person trained outside Trinidad and Tobago—	
On application ... ..	50.00
On completion of requirements for enrolment ... ..	50.00

**IV—ANNUAL REGISTRATION AND ENROLMENT FEES**

In respect of a Certificate as a General Nurse ... ..	100.00
In respect of a Certificate as a Psychiatric Nurse ... ..	100.00
In respect of a licence as a Midwife ... ..	100.00
In respect of a certificate as a Nursing Assistant ... ..	60.00

**V— FINES**

For failure to pay the annual registration fee, for each year of lapse or part thereof ... ..	300.00
For failure to pay the annual enrolment fee, for each year of lapse or part thereof ... ..	300.00

**VI—SERVICES**

Use of Seal ... ..	100.00
On application for changes on the Register or Roll ... ..	30.00
On application for issue of fresh certificate of registration, of enrolment or of passing the aptitude test ... ..	50.00
On application for issue of transcript with Seal ... ..	150.00
On application for verification of registration to bodies, overseas and local ... ..	60.00

**THIRD SCHEDULE**

Regulation  
8(2)(b).

**FORM 1**

**THE NURSING COUNCIL OF TRINIDAD AND TOBAGO**

**APTITUDE TEST FOR PROSPECTIVE STUDENT NURSES  
AND PUPIL-MIDWIVES**

**CERTIFICATE AS TO CHARACTER**

Application Form No .....

This is to certify that I have known .....  
of.....  
who is applying to enter the Aptitude Test for prospective Student Nurses and Pupil-Midwives personally, for a period of .....  
and that he/she is of good character.

Further remarks .....  
.....  
.....  
.....  
.....  
.....  
.....  
.....  
.....  
.....

Name of person testifying .....  
(In Block Letters)

Occupation of person testifying .....

Address of person testifying .....

Date .....

*Signature of person testifying*

- NOTE: This Form should be completed by one of the following:
- (i) The Principal or Vice-Principal of Applicant's School;
  - (ii) The religious leader of Applicant, e.g., Priest, etc.;
  - (iii) A member of the Trinidad and Tobago Police Service to whom Applicant is *well known*.

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Nursing Personnel

[Subsidiary]

Nursing Personnel Regulations

Regulation 40(2)(b).

FORM 2

THE NURSING COUNCIL OF TRINIDAD AND TOBAGO

(Nursing Personnel Act)

Reference No: CERTIFICATE AS TO CHARACTER
AR/.....

(Confidential)

To: The Registrar,
The Nursing Council of Trinidad and Tobago.

I certify that I have known .....
of .....
who is applying for Registration as a Nurse, personally, for .....
(period of acquaintance)
and that he/she is of good character.

Further remarks .....

Alternatively—If applicant is not personally known to testifying authority, complete the following:

I certify that .....
of .....
who is applying for Registration as a Nurse was attached to this institution as a ..... over the period .....
and that the records show that he/she .....

- (1) Name of person testifying ..... (In Block Letters)
(2) Address of person testifying .....
(3) Occupation/official title of person testifying .....
(4) Signature of person testifying .....

Note: This Certificate must on completion be returned directly to—
The Registrar, The Nursing Council of Trinidad and Tobago, .....
....., Port-of-Spain, Trinidad,
Trinidad and Tobago, West Indies.

**FORM 3**

Regulation  
40(4)(b).

**THE NURSING COUNCIL OF TRINIDAD AND TOBAGO**

*(Nursing Personnel Act)*

**CERTIFICATE AS TO CHARACTER**

Ref. No.:  AR/ .....
----------------------------

**(Confidential)**

To: The Registrar,  
The Nursing Council of Trinidad and Tobago.

I certify that I have known .....  
of .....  
who is applying for Registration as a Psychiatric Nurse, personally for

.....  
*(State period of acquaintance)*

and that he/she is of good character.

Further remarks .....  
.....  
.....  
.....  
.....  
.....  
.....  
.....  
.....

1. Name of person testifying .....
2. Address of person testifying .....
3. Occupation of person testifying .....  
*(In Block letters)*
4. Date .....
5. Signature of person testifying .....

NOTE: This Certificate must be returned *directly* to—  
The Registrar,  
The Nursing Council of Trinidad and Tobago,  
....., Port-of-Spain,  
Trinidad and Tobago, W.I.

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Nursing Personnel

[Subsidiary]

Nursing Personnel Regulations

Regulation 64(2)(b).

FORM 4

THE NURSING COUNCIL OF TRINIDAD AND TOBAGO

(Nursing Personnel Act)

Reference No:
AR/ .....

CERTIFICATE AS TO CHARACTER

(Confidential)

To: The Registrar,
The Nursing Council of Trinidad and Tobago.

I certify that I have known .....
of .....
who is applying for Registration and Licensing as a Midwife, personally, for
..... and that he/she is of good character.
(Period of acquaintance)

Further remarks .....

Alternatively—If applicant is not personally known to testifying authority, complete
the following:

I certify that .....
of .....
who is applying for Registration and Licensing as a Midwife was attached to
this institution as a ..... over the
period ..... to .....
and that the records show that he/she .....

- (1) Name of person testifying .....
(In Block Letters)
(2) Address of person testifying .....
(3) Occupation/official title of
person testifying .....
(4) Signature of person testifying .....

NOTE: This Certificate must on completion be returned directly to—
The Registrar, The Nursing Council of Trinidad and Tobago, .....,
Port-of-Spain, Trinidad, Trinidad and Tobago, West Indies.

**FORM 5**

Regulation  
69(3).

**THE NURSING COUNCIL OF TRINIDAD AND TOBAGO**

*(Nursing Personnel Act—Part IV)*

**CERTIFICATE AS TO CHARACTER OF APPLICANT**

(For persons selected to undergo Nursing Assistant Training  
in Approved Training Centres)

**(Confidential)**

This is to certify that I have known .....  
of .....  
*(Address)*

who anticipates entry to Council's Nursing Assistant programme at an Approved  
Training Centre, and that I have been acquainted with her/him for a period of .....

I now state what I know of her/him as follows:

Living habits .....  
Education .....  
Health .....  
Interpersonal  
Relationships .....  
Any Others .....

Name of person testifying\* .....  
*(In Block Letters)*

Occupation of person testifying .....

Address of person testifying .....

.....

.

Date .....  
*Signature of person testifying*

\*NOTE: This Form when completed is *to be returned directly by the person completing to*  
The Registrar, The Nursing Council of Trinidad and Tobago .....,  
Port-of-Spain.

This Form is to be completed by any one of the following:

- A Registered Medical Practitioner;
- A Registered Nurse;
- A Principal of Applicant's School; or
- Applicant's Priest or Religious Leader.

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Nursing Personnel

[Subsidiary]

Nursing Personnel Regulations

Regulation 69(3).

FORM 6

THE NURSING COUNCIL OF TRINIDAD AND TOBAGO

(Nursing Personnel Act—Part IV)

CERTIFICATE OF COMMENCEMENT OF NURSING ASSISTANT COURSE

I, Authority of

..... (Name of Approved Training Centre)

do hereby certify that the person named on this Certificate commenced the Council's Nursing Assistant Course on the date indicated and I have had evidence that she/he has made application in the prescribed manner for listing with the Council as a Trainee of this Centre.

..... Full Name of Trainee. (Surname first in Block Letters. If married, place married name first followed by maiden name after word "nee").

Date of Commencement of training .....

Signature .....

Title .....

Date .....



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Nursing Personnel

[Subsidiary]

Nursing Personnel Regulations

**B: (To be completed by the Authority of the Hospital School of Nursing)**

I hereby certify that the Applicant named above was admitted to this Hospital School of Nursing on the ..... day of ....., 20..... And having been considered a suitable candidate for training, I now make application for her/him to be placed on the List of Student Nurses maintained by the Nursing Council of Trinidad and Tobago and remit herewith the Fees prescribed for Student Nurse registration.

Signature .....

Official Title .....

**(For Office Use Only)**

Receipt for Fees paid ..... Registered Student Number .....

Date of submission of application .....

Any Change of Name subsequent to becoming qualified for selection as a Student Nurse— .....

Registrar of Council

Date .....

**FORM 2**

Regulation  
21(1).

Registration  
Fee Receipt

Registered  
Student

No. ....

No. ....

**THE NURSING COUNCIL OF TRINIDAD AND TOBAGO**

*(Nursing Personnel Act)*

**APPLICATION FOR REGISTRATION AS A STUDENT OF  
A POST-BASIC PROGRAMME**

at the .....Hospital School of Nursing

**A. [To be completed in Handwriting of Applicant]**

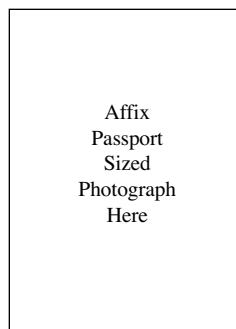
1. Surname\* .....  
*(In Block Letters: if married, insert Married Name  
first: then write Maiden name after the word "nee".)*

2. Other Name(s) .....

3. State whether Married, Single, Widow(ed) .....

4. Date of Birth ..... Nationality .....

5. Tick off the qualification whereby you secured entry to  
the Programme—  
Registered General Nurse   
Registered Psychiatric Nurse



6. Date of registration as a Nurse in Trinidad and Tobago .....

7. Number of Trinidad and Tobago Certificate of Registration .....

8. State the Programme for which you are making application—  
.....

I declare that all the particulars I have entered above are true and correct and  
that my registration as a Nurse in Trinidad and Tobago is in full force and effect.

Signature .....

Full Permanent Postal Address .....

.....  
\* (NOTE: If the name under which application is being made is different from that under  
which Nurse registration was effected, documentary evidence of such change must be  
submitted, e.g., Certificate of Marriage, etc.)

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Nursing Personnel

[Subsidiary]

Nursing Personnel Regulations

**B. (To be completed by the Authority of the Service area in which applicant is employed).**

I hereby certify that the Applicant named above was admitted to

.....  
(Name department of Service)

on .....  
(Date of Appointment)

and having been considered a suitable candidate for further training, I now endorse her/his application for registration in the Programme as stated.

Signature .....

Official Title .....

**C. (To be completed by the Authority of the Hospital School in which Programme is pursued).**

I hereby certify that the Applicant named above was admitted to the .....

Hospital School of Nursing on the .....

day of ....., 20.....

and on his/her behalf, I now make application for admission to the Council's Register of Students for the purpose of the Programme specified and remit herewith Fees of Student registration.

Signature .....

Official Title .....

Date .....

\_\_\_\_\_

**FORM 3**  
**THE NURSING COUNCIL OF TRINIDAD AND TOBAGO**  
*(Nursing Personnel Act)*

Regulation  
40(2)(a).

**APPLICATION FOR THE GRANT OF A CERTIFICATE  
OF REGISTRATION AS A GENERAL NURSE**

to a person claiming entitlement under Part II, section 16(2) of the Act.

The Registrar,  
The Nursing Council of Trinidad and Tobago.

- (1) Surname (*Block Letters*).....
- (2) Other Name(s) .....
- |     |     |     |
|-----|-----|-----|
| 1st | 2nd | 3rd |
|-----|-----|-----|
- (3) Date of Birth .....
- |        |         |        |
|--------|---------|--------|
| (date) | (month) | (year) |
|--------|---------|--------|
- (4) State whether single, married or widowed .....
- (5) If married, state maiden name .....
- (6) Full postal permanent address .....

I hereby request The Nursing Council of Trinidad and Tobago to grant me the necessary Certificate of Registration stating that my name has been placed on the Register of General Nurses maintained by the Council, as I have qualified by Council's Examination of .....

I promise in the event of my being so registered and in consideration thereof, to be bound by, and to conform in all respects to the Rules and Regulations for the time being in force.

I hereby declare that I am over the age of 21, that I—

*(tick off where applicable)*

- (a) have presented Certificate of Birth with application for entry to the qualifying Examination ... ..
- (b) have presented Certificate of Marriage with application for entry to the qualifying Examination ... ..
- or*
- (c) having changed my name due to marriage subsequent to passing the qualifying Examination, I now present Certificate of Marriage in support of same ... ..
- or*
- (d) having omitted to enter all my names on the application for entry to the qualifying Examination, I now present document(s) in support of additional names ... ..

and now attach the Fee prescribed by the Council for admission to its Register of Nurses.

Signature of Applicant .....

Date of Application .....

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*Nursing Personnel*

[Subsidiary]

*Nursing Personnel Regulations*

**(To be completed by the Authority of the Approved Hospital School of Nursing)**

I hereby certify that the Applicant named above has successfully completed the prescribed course of training at the .....  
School and is thus entitled to be admitted to the Register maintained by the Council and I further declare that he/she is a fit and proper person to assume the responsibilities of a Registered Nurse.

Signature .....

Official Title .....

\_\_\_\_\_

**FORM 4**

Regulation  
40(2)(b).

**THE NURSING COUNCIL OF TRINIDAD AND TOBAGO**

*(Nursing Personnel Act)*

AR/ .....

Fees  
Paid \$ .....  
Date .....

**FORM OF APPLICATION FOR ADMISSION TO THE  
REGISTER OF GENERAL NURSES**  
(from Applicants trained Overseas)

I hereby request The Nursing Council of Trinidad and Tobago to grant me the necessary Certificate of Registration in evidence of my name having been placed on the Register of General Nurses maintained by the Council.

I promise in the event of my being so registered and in consideration thereof, to be bound by, and to conform in all respects to the Rules and Regulations for the time being in force.

I now submit documents attesting to my identity and qualifications and the Fee as prescribed by the Council.

And I declare that the particulars hereunder to which I affix my signature are true and correct:

Affix  
Passport  
Sized  
Photograph  
Here

**A. Particulars of Identity** Full Name (Surname first) .....  
*Block Letters*

.....  
If married, Maiden Name .....

Date of Birth .....

Date of Marriage .....

Place of Birth .....

Nationality .....

Full Postal Permanent Address .....

**B. Professional qualifications** Name and Address of Training Institution—  
.....

Period of Training— From ..... to .....

Name and Address of Nurse registering body in State/Province where  
above training was undergone—  
.....

.....

.....

Date of Nurse registration by above body: .....

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Nursing Personnel

[Subsidiary]

Nursing Personnel Regulations

Number of Certificate of Registration— .....

Certificate of Registration in force

(tick off)  Yes  \*No

(\*State reason fully at back of this Form)

Professional qualifications (other than General Nurse):

..... Date: .....

..... Date: .....

..... Date: .....

C. Basic

Category of Basic Education (tick off)—

Education

Primary  Secondary  University

Educational Certificates/Diplomas/Degrees, etc., gained—

.....

.....

Have you taken the Council's Aptitude Test? (tick off)

Yes  No

D. General

Outline, giving dates, General Nurse experiences received within the last TWO (2) years—

.....

.....

.....

.....

Any Other .....

.....

Explain—Cancellation of Certificate of Registration, Certification by waiver, etc.

Signature of Applicant .....

Date .....

(For Office Use only)

Original documents returned to Applicant on .....

viz. ....

.....

.....

Signature of Applicant .....

**FORM 5**

Regulation  
40(4)(a).

Fee Rec. No: .....

**THE NURSING COUNCIL OF TRINIDAD AND TOBAGO**

[*Nursing Personnel Act, Sec. 16(2)*]

Application for the grant of a Certificate of Registration as a Psychiatric Nurse to a person passing the Council's Qualifying Examinations.

The Registrar,  
The Nursing Council of Trinidad and Tobago.

- (1) Surname (Block Letters) .....
- (2) Other Name(s) .....  
1st 2nd 3rd
- (3) State whether single, married or widow .....
- (4) If married, state maiden name .....
- (5) Full postal permanent address .....
- .....

I hereby request the Nursing Council of Trinidad and Tobago to grant me the necessary Certificate of Registration stating that my name has been placed on the Register of Psychiatric Nurses (R.M.N.) maintained by the Council. I promise in the event of my being so registered and in consideration thereof, to be bound by, and to conform in all respects to the Rules and Regulations for the time being in force.

I hereby declare that I am over the age of 21, that I—

*(tick off where applicable)*

- (a) have presented Certificate of Birth with application for entry to the  
qualifying Examination ... ..
- (b) have presented Certificate of Marriage with application for entry to  
the qualifying Examination ... ..
- or*
- (c) having changed my name due to marriage subsequent to passing  
Council's qualifying Examination, I now present Certificate of  
Marriage in support of same ... ..
- or*
- (d) having omitted to enter all my names on the application for entry  
to the qualifying Examination, I now present document(s) in  
support of additional names ... ..

and now enclose the Fee prescribed by the Council for admission to its Register.

Date of Application .....

.....  
*Signature of Applicant*

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*Nursing Personnel*

[Subsidiary]

*Nursing Personnel Regulations*

**(To be completed by the Authority of the Approved School of Training)**

I hereby certify that the Applicant named above has successfully completed the prescribed course of training at the St. Ann's Hospital School of Nursing and is thus entitled to be admitted to the Register maintained by the Council and I further declare that he/she is a fit and proper person to assume the responsibilities of a Registered Psychiatric Nurse.

.....  
*Signature*

.....  
*Official Title*

\_\_\_\_\_

**FORM 6**

Regulation  
40(4)(b).

AR/ .....

Fees  
Rec. No. ....  
Date .....

**THE NURSING COUNCIL OF TRINIDAD AND TOBAGO**

*(Nursing Personnel Act)*

**FORM OF APPLICATION FOR ADMISSION TO THE  
REGISTER OF PSYCHIATRIC NURSES**

(for Applicants trained Overseas)

I hereby request The Nursing Council of Trinidad and Tobago to grant me the necessary Certificate of Registration in evidence of my name having been placed on the Register of Psychiatric Nurses maintained by the Council.

I promise in the event of my being so registered and in consideration thereof, to be bound by, and to conform in all respects to the Rules and Regulations for the time being in force.

I now submit documents attesting to my identity and qualifications and the Fee as prescribed by the Council.

And I declare that the particulars hereunder to which I affix my signature are true and correct:

Affix  
Passport  
Sized  
Photograph  
Here

**A. Particulars of Identity**

(Full Names) Surname (*Block Letters*): .....

1st Name .....2nd Name .....

3rd Name .....4th Name .....

If married, Maiden Name .....

Date of Birth ..... Date of Marriage .....

Place of Birth .....

Nationality .....

Full Postal Permanent Address .....

.....

**B. Professional qualifications**

Name and Address of Institution of Training—

.....  
.....

Period of Training

From ..... to .....

Name and Address of Registering body in State/Province where above training was undergone—

.....  
.....

Date of Registration by the above body .....

Number of Certificate of Registration .....

Is the above Certificate of Registration in force? (*tick off*)

Yes  \*No

\*State reason fully below—

.....  
.....  
.....  
.....

Professional qualifications (other than Psychiatric Nurse):

*Qualification* *Date obtained*

.....  
.....  
.....

**C. Basic Education**

*Primary* From ..... To .....

Certificate gained .....

*Secondary* From ..... To .....

\*Certificate/Diploma gained .....

*University* From ..... To .....

Degree/Diploma gained .....

.....

Have you taken the Aptitude Test for Prospective Student Nurses of this Council?

(*tick off*)—

Yes  No

(\*If a G.C.E. or CXC Certificate, state *number* of Subject passes gained.)

**D. General Experiences**

Outline, giving dates, experiences received as a Psychiatric Nurse within the last two (2) years—

..... From ..... To .....  
..... From ..... To .....  
..... From ..... To .....  
..... From ..... To .....  
..... From ..... To .....

Any Other Experiences

..... From ..... To .....  
..... From ..... To .....  
..... From ..... To .....

Signature of Applicant .....

Date .....

**(For Office Use only)**

Original documents returned to Applicant on .....

Personally  By Registered  By Registered Inland   
Airmail Mail

*(tick off as applicable)*

Certificate of Registration, No ..... of .....

Certificate of Birth  Certificate of Marriage  Certificate of Baptism

Any Other Document or Documents—

.....  
.....  
.....

Signature of Owner of Documents .....

*or*

Signature of Mailing Clerk .....

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Nursing Personnel

[Subsidiary]

Nursing Personnel Regulations

Regulation 46(1).

FORM 7

THE NURSING COUNCIL OF TRINIDAD AND TOBAGO

[Nursing Personnel Act—Part V, Sec. 41(2)(a)]

APPLICATION FOR REGISTRATION AS A PUPIL-MIDWIFE of the ..... Hospital School of Midwifery

A: (To be completed in Applicant’s handwriting)

1. Surname ..... (In Block Letters: if married, write Married Name first: then write Maiden Name after the word “nee”.)

2. Other Name(s) .....

3. State whether Married, Single or Widowed .....

4. Date of Birth .....

5. If married, Date of Marriage .....

6. Nationality .....

7. Place a tick against the qualification whereby you secured entry to training as a Pupil-Midwife, viz:

Registered Nurse of Trinidad and Tobago, i.e.,

R.N. Number ..... .. .

R.M.N. Number ..... .. .

E.P.M. Number ..... .. .

Received Council’s Aptitude Test Certificate ..... .. .

8. If previously you received training in a Hospital School of Nursing, state—

(a) Name of Hospital School of Nursing .....

(b) Date of entry to the above Hospital School .....

(c) Date of termination of training .....

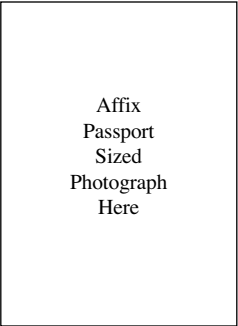
9. State length of the Midwifery Course for which you are now applying for registration.....

I declare that all the particulars I have entered above are true and correct and hereby make application for registration as a Pupil-Midwife with the Council.

Signature of Applicant .....

Full Permanent Postal Address .....

.....



**B: (To be completed by Authority of School of Midwifery)**

I hereby certify that the Applicant named above was admitted to this Hospital School of Midwifery

on the ..... day of ....., 20.....

and having been considered a suitable candidate for training, I now make application for her to be placed on the List of Pupil-Midwives maintained by The Nursing Council of Trinidad and Tobago and remit herewith the Fees prescribed for pupil-midwife registration.

Signature .....

Fee Receipt No:

**(For Office Use Only)**

The particulars entered above by Applicant are true and correct as certified by the records of The Nursing Council of Trinidad and Tobago.

Signature .....  
*Secretary*

Registered Pupil-Midwife No.

\_\_\_\_\_

Regulation 64(2)(a).

FORM 8

Fee Receipt No.:

THE NURSING COUNCIL OF TRINIDAD AND TOBAGO

(Nursing Personnel Act)

APPLICATION FOR THE GRANT OF REGISTRATION AND LICENCE TO PRACTISE AS A MIDWIFE TO A PERSON PASSING THE COUNCIL'S QUALIFYING EXAMINATION AS PROVIDED BY SEC. 21(2) OF THE ACT

The Registrar, The Nursing Council of Trinidad and Tobago.

- (1) Surname (Block Letters)
(2) Other Name(s)
(3) State whether single, married or widowed
(4) If married or widowed, state maiden name
(5) Full postal permanent address

I hereby request The Nursing Council of Trinidad and Tobago to grant me the necessary Licence to Practise as a Midwife in Trinidad and Tobago as I have been successful at the Council's Midwifery Examinations of

and to enter my name on the Council's Register of Midwives.

I promise in the event of my being so registered and in consideration thereof, to be bound by, and to conform in all respects to the Rules and Regulations for the time being in force.

I hereby declare that I am over the age of 21, that I— (tick off as applicable)

- (a) have presented my Certificate of Birth with application for entry to the qualifying Examination referred above
(b) have presented my Certificate of Marriage with application for entry to the said qualifying Examination
(c) having changed my name due to marriage subsequent to passing the said qualifying Examination, I now present my Certificate of Marriage in support of same
(d) having omitted to enter all my names on the application for entry to the said qualifying Examination, I now present document(s) in support of additional names

and now enclose the Fee prescribed by the Council for admission to its Register and the grant of a licence to Practise as a Midwife.

Signature of Applicant

Date of Application

**(To be completed by the Authority of the Approved Hospital School of Midwifery)**

I hereby certify that the Applicant named above has successfully completed the prescribed course of training at the .....  
Hospital School of Midwifery and is thus entitled to be admitted to the Register maintained by the Council and to receive the Council's Licence to Practise as a Midwife and I further declare that he/she is a fit and proper person to assume the responsibilities of a Licensed Midwife.

Signature .....

Official Title .....

\_\_\_\_\_

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Nursing Personnel

[Subsidiary]

Nursing Personnel Regulations

Regulation 64(2)(b).

FORM 9

THE NURSING COUNCIL OF TRINIDAD AND TOBAGO

(Nursing Personnel Act)

AR/ .....

Fees
Rec. No. ....
Date .....

APPLICATION FOR REGISTRATION AND LICENCE TO PRACTISE (AS A MIDWIFE UNDER THE PROVISIONS OF SECTION 21(3) OF THE ACT)

Registrar,

The Nursing Council of Trinidad and Tobago.

I hereby request The Nursing Council of Trinidad and Tobago to grant me the necessary Certificate of Registration and Licence to Practise as a Midwife.

I now submit documents attesting to my identity and qualifications and the Fee as prescribed by the Council.

And I declare that the particulars hereunder to which I affix my signature are true and correct.

Affix
Passport
Sized
Photograph
Here

A. Particulars of Identity

Full Name (Surname first) .....

Block Letters

1st Name ..... 2nd Name .....

3rd Name ..... 4th Name .....

If married, Maiden Name .....

Date of Birth ..... Date of Marriage .....

Place of Birth .....

Nationality .....

Full Postal Permanent Address .....

.....

B. Professional qualifications

Name and Address of Institution of Training—

.....

.....

Period of Training—

From ..... To .....  
Name and Address of Licensing body in State/Province where above training  
was undergone—

.....  
.....

Date of Licensing by the above body: .....

Number of Licence as a Midwife: .....

Is the above Licence in force? (*tick off*)

Yes

\*No

\*State reason fully below—

.....  
.....  
.....  
.....

Professional qualifications (other than Licensed Midwife)—

*Qualification*

*Date obtained*

.....  
.....  
.....  
.....

---

---

**C. Basic Education**

*Primary:* From ..... To .....

Certificate gained: .....

*Secondary:* From ..... To .....

\*Certificate/Diploma gained: .....

.....

*University:* From ..... To .....

Degree/Diploma gained: .....

.....

Have you taken the Aptitude Test for Prospective Student Nurses and Midwives of this  
Council? (*tick off*)—

Yes

No

(\*If a G.C.E. or CXC Certificate, state number of Subject Passes gained)

---

---



FORM 10

Regulation  
69(1).

THE NURSING COUNCIL OF TRINIDAD AND TOBAGO

(Nursing Personnel Act—Part IV)

APPLICATION FOR ENTRY INTO COUNCIL'S NURSING  
ASSISTANT TRAINING COURSES

(To be completed in Applicant's handwriting)

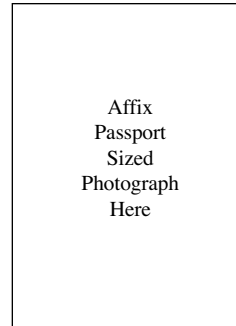
I hereby make application for approval of Council for  
entry into the Nursing Assistant Training Course at

.....

(Name of Training Centre)

I now state the following particulars:

- (1) Name in full .....  
(Surname first, Block Letters)
- (2) State whether married, single or widowed  
.....
- (3) If married, state maiden name  
.....
- (4) Date of Birth .....
- (5) Date of Marriage .....
- (6) Education:



Name of School	Attendance		Certificate gained
	From	To	

In support of the particulars, I attach (*tick off*)

- Certificate of Birth  Certificate of Baptism
- Affidavit  Certificate of Marriage
- Primary School Leaving Certificate

Testimonials regarding education .....  
(State number: 1, 2, 3, etc.)

- (7) State whether you have ever applied to write Council's Aptitude Test Yes or  
No .....

If "Yes", state: — Passed, Failed, did not sit .....

I declare all the particulars entered above to be true and correct and remit the  
prescribed Fees with this Application.

Signature ..... Date .....

Full Postal Permanent Address .....

.....

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(For Office Use Only)

Documents indicated received .....	Receipt No. ....
Certificate of Birth ... ..	<input type="checkbox"/>
Certificate of Marriage ... ..	<input type="checkbox"/>
Affidavit ... ..	<input type="checkbox"/>
Certificate of Baptism ... ..	<input type="checkbox"/>
Primary School Leaving Certificate ...	<input type="checkbox"/>
Testimonial(s) ... ..	<input type="checkbox"/>

Trainee registration number  
.....

Application approved on  
.....

Signature of Owner .....

.....  
*Registrar of Council*

\_\_\_\_\_

**FORM 11**

Regulation  
79(2)(a).

**THE NURSING COUNCIL OF TRINIDAD AND TOBAGO**

*(Nursing Personnel Act)*

**(PART IV – ENROLLED NURSING ASSISTANTS)**

**FORM OF APPLICATION FOR ENROLMENT AS A  
NURSING ASSISTANT**  
(of persons completing the prescribed course of training at Approved Training Centres)

Receipt No.

/.....

The Registrar,  
The Nursing Council of Trinidad and Tobago.

(1) Surname (Block Letters) .....

(2) Other Name(s) .....

1st

2nd

3rd

(3) State whether single, married or widowed .....

(4) If married, state maiden name .....

(5) Full postal permanent address .....

I hereby request the Nursing Council of Trinidad and Tobago to grant me the necessary Certificate of Enrolment stating that my name has been placed on the Roll of Nursing Assistants maintained by the Council.

I promise in the event of my being so enrolled and in consideration thereof, to be bound by, and to conform in all respects to the Rules and Regulations for the time being in force.

I now submit the Fee of \$ ..... with this application.

Date .....

.....  
*Signature of Applicant*

**(To be Completed by Authority of Training Centre)**

I hereby certify that the Applicant named above has successfully completed the prescribed course of training at the ..... Centre and is now eligible to make application for admission to the Roll maintained by the Council.

I now attach to this application a transcript of experience she/he has undergone over the period—

from ..... to .....

in evidence of her/his completion of the prescribed experience and training.

Signature of Authority .....

Title .....

Date .....

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Nursing Personnel

[Subsidiary]

Nursing Personnel Regulations

Regulation 79(2)(b).

FORM 12

THE NURSING COUNCIL OF TRINIDAD AND TOBAGO (Nursing Personnel Act)

Application No. ....

Rec. No. .... Date received: .....

APPLICATION FOR ENROLMENT AS A NURSING ASSISTANT IN TRINIDAD AND TOBAGO

I. (To be completed in handwriting of Applicant)

I hereby make application to be Enrolled by the Nursing Council of Trinidad and Tobago under the provisions of section 33 of the Nursing Personnel Act, and the grant to me of a Certificate of Enrolment stating that my name has been placed on the Roll of Nursing Assistants maintained by the Council.

I promise in the event of my being so enrolled and in consideration thereof, to be bound by, and to conform in all respects to the Rules and Regulations thereto applying.

In support of this application I now submit the following particulars:

- (1) Surname (in Block Letters)
(2) Other name(s) 1st 2nd 3rd
(3) If married, state maiden name
(4) Date of Birth Nationality
(5) Full Postal Permanent Address

GENERAL EDUCATION Basic Education: (tick off) Primary School Secondary School Any Other
From To From To From To
Certificates held
Have you ever sat the Aptitude Test of this Nursing Council? Yes No

PROFESSIONAL EDUCATION Name and Address of Hospital of Training .....

Training Programme— From ..... To .....

If your programme is recognised by a State Agency, give name and address of the State Agency: .....

Post-enrolment Programme (if any): .....

Certificate/Diploma(s) held for post-enrolment programme(s): .....

NURSING ASSISTANT ENROLMENT Certificate to practise as a Nursing Assistant in country of training—  
Number ..... Date of Issue .....

Certificate awarded by State Agency after examination:

Yes  No

If Certificate is (or was) suspended, please explain:

.....  
.....

Signature of Applicant .....

Date .....

**II. (To be completed by Authority of Centre where Applicant received training)**

Kindly supply the information as outlined below on behalf of this Applicant. Return this form directly to the Office of The Nursing Council of Trinidad and Tobago, ....., Port-of-Spain. Application Forms returned to the Applicant are not acceptable.

I hereby certify that

.....  
(Name of Applicant)

commenced training at .....  
(Name of Hospital of Training)

on ..... Her/his programme was completed on .....

Duration of programme .....

Type of programme .....

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**[Subsidiary]**

*Nursing Personnel Regulations*

Information on Centre of Training—

Bed Capacity .....

Average Occupation:                      *Male*                      *Female*                      *Children*

	<i>Male</i>	<i>Female</i>	<i>Children</i>
Medical Services .....			
Surgical Services .....			
Paediatric .....			
Geriatric .....			
Mothers and Infants .....			
Psychiatric .....			
Any Other .....			

Service Personnel:	Administrative Staff Registered Nurses Enrolled Nurses Nursing Students Trained Instructors (teachers)	..... ..... ..... ..... .....
--------------------	---	---

Applicant was assessed in the following before receiving her certificate of training:

<i>Date</i>	<i>Written</i>	<i>Oral</i>	<i>Practical</i>
.....			
.....			
.....			
.....			

If Nursing Assistant Certificate was granted by endorsement or by waiver, please explain—

.....  
 .....

Hospital approved for the training of persons for State Certification as—(*tick off*)

- Registered Nurses                                            Any Other: .....
- Enrolled Nurses                                            .....
- (Nursing Assistants)
- Midwives                                            .....

**TRANSCRIPT OF TRAINING AND EXPERIENCE OF  
 APPLICANT OVER THE PERIOD**

commencing ..... to .....

Theoretical Experience	Hours	Practical Experience	Hours
Fundamentals of Nursing		Assisting in the care and re-habilitation of patients in the following areas:	
Anatomy and Physiology as applied to Nursing and Medical treatment		Medical	
Emergency Methods (First Aid)		Surgical	
Food and Food Service		Obstetric	
Ward Hygiene		Paediatric	
Personal and Communal Health		Psychiatric	
Any Other		Geriatric	
		Assisting in the following Departments (Firms):	
		Out-patients'	
		Casualty	
		Community Health Service	
		Maternal and Child Care	
		Family Planning	
		Domiciliary Nursing Care	
		Prevention and Control of Infectious Diseases	
		Any Other (specify)	
<b>Total Hours</b> ... ..		<b>Total Hours</b> ... ..	

Total Experience (Theoretical and Practical)

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[Subsidiary]

Nursing Personnel Regulations

CERTIFICATE OF TESTIFYING AUTHORITY

I hereby certify that

.....
(Name of Applicant)

who is now making application for Enrolment as a Nursing Assistant in Trinidad and Tobago has completed the programme and received the training and experience as outlined above and has acquired the following levels of attainment:

- Practical Nursing Skills and performance .....
Professional adjustment and deportment .....
Theoretical knowledge .....

Assessment of Applicant (from personal acquaintance; if from confidential records, please specify)

.....
.....
.....

\*I therefore recommend/do not recommend this Applicant for admission to the Roll of Nursing Assistants maintained by The Nursing Council of Trinidad and Tobago.

Name of Authority .....
(in Block Letters)

Occupation/Title .....

Address of Authority testifying .....
.....

Signature of Authority testifying .....

Date .....

Seal (or stamp)
of Training Centre:



\*Delete where inapplicable



**FIFTH SCHEDULE**

Regulation  
14(a).

**PART 1**

**SYLLABUS OF SUBJECTS FOR THE CERTIFICATE IN  
GENERAL NURSING**

**THE PRELIMINARY EXAMINATION**

**I. PRINCIPLES AND PRACTICE OF NURSING**

**Introduction**

- Broad outline—history and development of nursing, national and international;
- Definition of “Nurse”; nature of Nursing
- The Nursing Process
- Essential qualities and attitudes required of the Nurse
- Standards of ethical conduct, legal responsibilities of the Nurse
- Role of the Nurse in the hospital team; internal and external relationships
- The hospital as a unit—aims and functions

**General Care of Environment of Patient**

- Plan of ward routine
- Methods of cleaning ward and annexes
- Adequate floor spacing
- Ventilation and light
- Cleanliness of the ward as it affects the safety and comfort of the patient and other personnel
- Care of soiled linen
- Disposal of hospital refuse
- Disinfection
- Sterilisation
- Disinfestation
- Elimination of noise
- Care, storage and handling of food
- Care of hospital equipment

**General Care of the Patient**

- Reception and Admission, Discharge and Transfer
- Observation, reporting and recording—
  - general appearance and mental state
  - position in bed
  - skin, mouth, eyes, ears, behaviour, sleep, pain, cough
  - excreta
- Personal cleanliness and hygiene
- Bathing the patient (adults and children)
  - bed
  - bathroom
- Tepid sponging

Vital signs:—temperature, pulse, respiration, blood pressure  
Patient's property—care of clothing and other belongings including valuables  
Feeding patients  
Measuring and recording fluid intake and output  
Recording weight and height  
Care of pressure areas and prevention of pressure sores  
Bedmaking  
Body mechanics  
Methods of lifting and moving patients  
Positions used in Nursing  
Getting patients into and out of bed  
Giving and removing bedpans and urinals  
Collection, disinfection and disposal of excreta  
Collection of specimens for ward and laboratory  
Urine testing  
Uses and application of heat, cold and medicated preparations  
Inhalations, steam, dry  
Administration of oxygen  
Enemata, suppositories  
Passing a flatus tube  
Last offices

**Care of Patient—Special conditions**

Confined to bed  
Fever  
Pain  
Incontinence of bladder and bowel  
Unconsciousness  
Before and after anaesthesia  
Terminal illness

**Principles of asepsis, sterilisation and disinfection**

Aseptic technique  
Simple surgical dressings—preparation, procedure  
Removal of sutures and clips  
Methods of securing dressings  
Methods of disposal of soiled dressings

**Introduction to Pharmacology**

Weights and Measures  
Calculation of dosages  
Rules for, and methods of, administration of drug  
Legislation regarding Dangerous Drugs

## II. INTRODUCTION TO THE STUDY OF STRUCTURE AND FUNCTION OF MAN

### The Human Body

The body as an integrated whole, anatomical terms, body cavities and their contents

The Cell as a unit of life, its composition, structure and functions

Tissues—varieties occurring in the body, differentiation of structure relevant to functions

Organs—systems: gross and microscopic structure and functions

The body as an erect and moving organism—

The skeleton, joints, muscles—their structure and relationship to movements:

1. The skeleton, its divisions into axial as a pillar appendicular as moving appendages its adaptation to position, protection and function

Muscle as a component which provides energy for movement of the skeleton and is also responsible for activity in other organs and systems.

2. The circulatory system as a means for transport of respiratory, nutritive, metabolic, secretory and excretory substances—

(a) the blood as a fluid—components, development, structure, function;

(b) the heart and conducting mechanism as a source of energy;

(c) the blood vessels as channels for transport;

(d) factors upon which circulation of the blood depends;

(e) factors which conserve the quality and quantity within the circuit.

3. The lymphatic system as a connecting link with the transport system—

(a) structure

(b) function

with special emphasis on its protective functions.

4. The respiratory system as the mechanism which provides for collection, utilisation and excretion of gases—

(a) gross and microscopic structure and related function

(b) nervous control.

5. The alimentary system as the mechanism which prepares food in a form whereby it is digested, absorbed, metabolised and unwanted or surplus substances excreted—

(a) gross and microscopic structure, adaptations and functions

(b) accessory organs—positions, structure and functions.

6. The excretory system—gross and microscopic, structure and functions as related to the elimination of surplus and unwanted substances via kidneys, skin, lung and colon.

7. The endocrine system: principal glands—position, structure and functions in relation to their integration, regulation and utilisation by means of hormones and enzymes.
8. The nervous system as the control centre which maintains the organism in a state of equilibrium with its internal and external environment through the activities of brain, spinal cord and special senses—
  - (a) position, structure and function of the
    - central nervous system
    - peripheral nervous system;
    - autonomic nervous system;
  - (b) the special senses—
    - Eye and mechanism of sight
    - Ear and mechanism of hearing
    - Touch, taste, smell.
9. The reproductive system: reproduction and control of the species
  - Male and Female reproductive organs: position, structure and function; the menstrual cycle.

### III. PERSONAL AND COMMUNITY HEALTH

#### Introduction

Organisational structure of the Health Service; Available Health, Social and other Services contributing to health care in Trinidad and Tobago; Role of the Nurse in the integrated Health team.

Brief review of the historical development of Public Health Nursing.

#### Personal Health

Education of the individual *re* responsibility for promoting and maintaining his/her own health through—  
 care of the body;  
 physical fitness, rest, sleep, diet, exercise;  
 habits, mental hygiene and mental health;  
 choice of clothing.

#### Community Health

1. Public authorities responsible for provision and maintenance of health facilities such as:  
 Water, Housing, Clean Air, Refuse disposal.
2. Agencies and personnel concerned with physical, mental and social welfare of the community.
3. Factors contributing to health promotion and maintenance, disease prevention:
  - (a) *Nutrition:*
    - Sources of food
    - Food values, nutritional requirements, components, functions in health and in illness;
    - Planning menus within available resources;
    - Care, preparation, presentation, preservation and storage of food and milk;
    - Types of diets;
    - Instruction in health and illness;
    - Diseases spread by milk and food.

- (b) *Air:*
  - Composition and sources;
  - Natural and artificial ventilation in home and institutions;
  - Effects of overcrowding in home and institutions;
  - Air pollution—causes of excess pollution, control of pollution.
- (c) *Water:*
  - General sources, areas of collection, contamination, pollution;
  - Provision and maintenance of safe and adequate supply;
  - Uses in the body and in community services;
  - Diseases spread by water and their prevention.
- (d) *Heat:*
  - Transmission of heat and regulation of temperature.
- (e) *Light:*
  - Natural and artificial.
- (f) *Refuse:*
  - Types, collection, methods of disposal, treatment and control in home, hospital, community;
  - Diseases associated with poor sanitary conditions.
- (g) *Housing and the Home:*
  - Housing bye-laws;
  - Influence of home and economic background as it relates to disease prevention and control;
  - Safety measures and accident prevention.
- (h) *Prevention and control of infestation:*
  - Prevention, treatment of infestation and control of pests, vermin, parasites.

#### IV. INTRODUCTION TO THE STUDY OF HUMAN BEHAVIOUR

##### Human Behaviour

- A. Study of Individual Behaviour:
  - 1. Analysis of Individual Behaviour—
    - (a) Human growth and development;
    - (b) Developmental tastes and stages;
    - (c) Personality structure and development;
    - (d) Basic needs of individual;
    - (e) Anxiety and stress;
    - (f) Patterns of adjustment.
  - 2. Learning and motivation.
- B. Study of Behaviour in Groups:
  - Types of groups;
  - Dynamics
  - Institutions
    - family
    - religion
    - education
    - military
    - economic
    - political
  - Community
  - Society
  - Culture
  - Communication skills
  - Relationships—human, interpersonal—nurse/patient.

## C. Mental Health:

- Concepts of mental health;
- Role of the nurse in promoting mental health;
- Positive mental health
  - individual.

## V. ELEMENTARY MICROBIOLOGY APPLIED TO NURSING

**Introduction**

- Brief history of microbiology;
- Micro-organisms—role in life, classification, sources, growth and reproduction;
- Infection and modes of entry, methods of transmission, prevention and control,
  - method of destruction of pathogenic bacteria;
- Natural defences of the body-immunity, types of immunity, administration and use of biochemical reagents (vaccines, sera, toxoids);
- Susceptibility and sensitivity tests (use of cultures).

**Communicable Diseases**

- Regulations governing communicable diseases—notification, control, surveillance of contacts.
- Responsibility of Statutory Authorities in relation to maintenance of health, prevention and control of disease.

## VI. EMERGENCY CARE

**General Principles**

## A. Principles of Care in

- (a) Haemorrhage
  - (b) Shock
  - (c) Asphyxia
  - (d) Cardiac Arrest
  - (e) Injuries—skin—wounds,
    - scalds,
    - burns
    - bone—fractures
    - joints—sprains
  - (f) Unconsciousness
  - (g) Poisoning
  - (h) Drowning
  - (i) Fits
  - (j) Bites and Stings
  - (k) Foreign Bodies.
- } use  
of  
bandages  
and  
splints

## B. Major Disasters—Fires, Earthquake, Hurricanes, etc.

### **The Final Examinations**

Principles and practice of Nursing related to specific Medical and Surgical conditions in—

- (a) Children
- (b) Adults.

#### **Cardiovascular system**

1. Care of the individual with conditions affecting the cardiovascular system—

- (a) Acute and long-term conditions of the blood and blood-forming organs;
- (b) Acute and long-term conditions of the blood vessels and lymphatics;
- (c) Acute and long-term conditions of the heart and conducting mechanisms.

Diagnostic examinations and related nursing care.

General principles of care and rehabilitative measures.

#### **Respiratory system**

2. Care of the individual with conditions affecting the respiratory system—

- (a) Acute and long-term conditions of the upper respiratory tract;
- (b) Acute and long-term conditions of the respiratory passages, lung tissue and pleura.

Diagnostic examinations and related nursing care.

General principles of care in respiratory diseases and rehabilitative measures.

#### **Alimentary system**

3. Care of the individual with conditions affecting the alimentary system and accessory organs—

- (a) Acute and long-term conditions of the lips, mouth, oesophagus, stomach and duodenum; the remainder of the small intestine, large intestines and anus;
- (b) Acute and long-term conditions affecting liver and biliary tract.

Diagnostic examinations and related nursing care.

General principles of care in gastro-intestinal tract disorders and rehabilitative measures.

#### **Urinary system**

4. Care of the individual with conditions affecting the urinary system—

- Acute and long-term conditions involving kidneys, ureters, bladder, urethra.

Diagnostic examinations and related nursing care.

General principles of care in urinary conditions and rehabilitative measures.

#### **The Skin**

5. Care of the individual with conditions affecting the skin—

- Diseases of the skin.

Diagnostic examinations and related nursing care.

General nursing care of patients with skin conditions.

**Joints and connective tissues**

6. Care of the individual with conditions affecting joints and connective tissue—  
Common disorders affecting the muscle/skeletal system.  
Diagnostic examinations and related nursing care.  
General principles of care and rehabilitative measures.

**The Breast**

7. Care of the individual with conditions affecting the breast—  
(a) Acute and chronic infections of the breast;  
(b) Malignant and non-malignant conditions of the breast.  
Diagnostic examinations and related nursing care.  
General principles of care and rehabilitative measures.

**The Reproductive System (female)**

8. Care of the individual with conditions affecting the female reproductive system—  
Common disorders affecting organs comprising the system.  
Diagnostic examinations and related nursing care.  
General principles of care and rehabilitative measures.

**The Reproductive System (male)**

9. Care of the individual with conditions affecting the male reproductive system—  
Acute and long-term conditions of the external and  
internal genitalia.  
Diagnostic examinations and related nursing care.  
General principles of care and rehabilitative measures.

**Ear, Nose, Throat**

10. Care of the individual with conditions affecting the ears, nose and throat—  
(a) Acute and long-term conditions affecting the outer, middle  
and inner ear;  
(b) Acute and long-term conditions of nose and sinuses;  
(c) Acute and long-term conditions of the throat.  
Diagnostic examinations and related nursing care.  
General principles of care and rehabilitative measures.

**Eyes**

11. Care of the individual with conditions affecting the eye and related structures—  
Acute and long-term disorders of the eyes.  
Diagnostic examinations and related nursing care.  
General principles of care and rehabilitative measures.

**The Endocrine Glands**

12. Care of the individual with common conditions affecting the endocrine glands—  
Effects on patients of under- and over-secretion.  
Diagnostic examinations and related nursing care.  
General principles of care and rehabilitative measures.

**The Central Nervous System**

13. Care of the individual with conditions affecting the central nervous system—

- (a) Acute and long-term conditions affecting the brain, and its coverings, the spinal cord and nerves;
- (b) Head injuries.

Diagnostic examinations and related nursing care.

General principles of care and rehabilitative measures.

**Communicable Diseases**

14. Care of the individual with a communicable disease—

Common communicable diseases and their control.

General principles of care and rehabilitative measures.

**B. Pharmacology**

**Introduction**

1. Introduction to Pharmacology—

- (a) The socio-legal status of drugs and drug therapy, general information on drugs;
- (b) Methods of drug administration;
- (c) The role of the Nurse in drug therapy.

**Drugs**

- 2. Drugs used in a variety of Clinical conditions.
- 3. Drugs used in the treatment of common Medical-Surgical conditions.
- 4. Drugs used in relation to specific types of patients.
- 5. Indications for use, action, dosage, contra-indications;  
Precautions and adverse effects, overdose symptoms and treatment.

**C. Introduction to Psychiatric and Mental Health Nursing**

**The Mentally Ill**

History of psychiatry and psychiatric nursing;  
Medico-Legal aspects;  
Principles of psychiatric nursing;  
Communication skills in psychiatric nursing;  
Abnormal patterns of behaviour;  
Methods of care of the mentally ill;  
Community Mental Health Nursing.

**D. Introduction to the Study of Man and his Environment**

**Community Care**

The scope of Community Health Care:

National and International Health Organisations;  
Health Acts;  
Services.

Principles:

Individual and Community Health;  
Heredity, environment—effects on health;  
Statistics;  
Epidemiology:—prevention and control of infectious diseases, immunisation;  
Population control, Family Life Education;  
Continuity of care.

E. Professional Adjustments/Ethics

**Adjustment and Ethics**

Scope and character of Nursing profession  
Professional relations  
Professional organisations;  
Current trends in Nursing.

F. Elements of Ward Administration

**Introduction to Ward Administration**

Basic principles of administration applied to nursing;  
Supervisory techniques;  
Teaching techniques;  
Nursing Care planning;  
Inventories, costing;  
Care of equipment.

**PART 2**

Regulation  
14(b).

**SYLLABUS OF SUBJECTS FOR THE CERTIFICATE IN  
PSYCHIATRIC NURSING**

**THE PRELIMINARY EXAMINATION**

**I: PRINCIPLES AND PRACTICE OF NURSING**

**Introduction**

Broad outline—history and development of nursing, national and international.

Definition of “Nurse”; nature of Nursing.

The Nursing Process.

Essential qualities and attitudes required of the Nurse.

Standards of ethical conduct, legal responsibilities of the Nurse.

Role of the Nurse in the hospital team; internal and external relationships.

The hospital as a unit—aims and functions.

**General Care of Environment of the Patient**

Plan of ward routing

Methods of cleaning ward and annexes

Adequate floor spacing

Ventilation and light

Cleanliness of the ward as it affects the safety and comfort of the patient and other personnel

Care of soiled linen

Disposal of hospital refuse

Disinfection

Sterilisation

Disinfestation

Elimination of noise

Care, storage and handling of food

Care of hospital equipment.

**General Care of the Patient**

Reception and Admission, Discharge and Transfer

Observation, reporting and recording:

—general appearance and mental state

—position in bed

—skin, mouth, eyes, ears, behaviour, sleep, pain, cough

—excreta

Personal cleanliness and hygiene

Bathing the patient (adults and children)

—bed

—bathroom

Tepid sponging  
 Vital signs:—temperature, pulse, respiration, blood pressure  
 Patient's property—care of clothing and other belongings including valuables  
 Feeding patients  
 Measuring and recording fluid intake and output  
 Recording weight and height  
 Care of pressure areas and prevention of pressure sores  
 Bedmaking  
 Body mechanics  
 Methods of lifting and moving patients  
 Positions used in Nursing  
 Getting patients into and out of bed  
 Giving and removing bedpans and urinals  
 Collection, disinfection and disposal of excreta  
 Collection of specimens for ward and laboratory  
 Urine testing  
 Uses and application of heat, cold and medicated preparations  
 Inhalations, steam, dry  
 Administration of oxygen  
 Enemata, suppositories  
 Passing a flatus tube  
 Last offices.

#### **Care of the Patient—Special conditions**

Confined to bed  
 Fever  
 Pain  
 Incontinence of bladder and bowel  
 Unconsciousness  
 Before and after anaesthesia  
 Terminal illness  
 Dying.

#### **Principles of Asepsis, Sterilisation and Disinfection**

Aseptic technique  
 Simple surgical dressings—preparation, procedure  
 Removal of sutures and clips  
 Methods of securing dressings  
 Methods of disposal of soiled dressings.

#### **Introduction to Pharmacology**

Weights and Measures  
 Calculation of dosages  
 Rules for, and methods of, administration of drugs  
 Dilution of lotions and uses  
 Legislation regarding Dangerous Drugs.

## II. INTRODUCTION TO THE STUDY OF STRUCTURE AND FUNCTION OF MAN

### The Human Body

The body as an integrated whole, anatomical terms, body cavities and their contents

The Cell as a unit of life, its composition, structure and functions

Tissues—varieties occurring in the body, differentiation of structure relevant to functions

Organs—systems: gross and microscopic structure and functions

The body as an erect and moving organism—

The skeleton, joints, muscles—their structure and relationship to movements:

1. The skeleton, its divisions into axial as a pillar appendicular as moving appendages

its adaptation to position, protection and function;

Muscle as a component which provides energy for movement of the skeleton and is also responsible for activity in other organs and systems.

2. The circulatory system as a means for transport of respiratory, nutritive, metabolic, secretory and excretory substances—

(a) the blood as a fluid—components, development, structure, function;

(b) the heart and conducting mechanism as a source of energy;

(c) the blood vessels as channels for transport;

(d) factors upon which circulation of the blood depends;

(e) factors which conserve the quality and quantity within the circuit.

3. The lymphatic system as a connecting link with the transport system—

(a) structure;

(b) function

with special emphasis on its protective functions.

4. The respiratory system as the mechanism which provides for collection, utilisation and excretion of gases—

(a) gross and microscopic structure, adaptations and functions;

(b) nervous control.

5. The alimentary system as the mechanism which prepares food in a form whereby it is digested, absorbed, metabolised and unwanted or surplus substances excreted—

(a) gross and microscopic structure, adaptations and functions;

(b) accessory organs—positions, structure and functions.

6. The excretory system—gross and microscopic, structure and functions as related to the elimination of surplus and unwanted substances via kidneys, skin, lung and colon.
7. The endocrine system: principal glands—position, structure and functions in relation to their integration, regulation and utilisation by means of hormones and enzymes.
8. The nervous system as the control centre which maintains the organism in a state of equilibrium with its internal and external environment through the activities of brain, spinal cord and special senses—
  - (a) position, structure and function of the
    - central nervous system;
    - peripheral nervous system;
    - autonomic nervous system;
  - (b) the special senses—
    - Eye and mechanism of sight;
    - Ear and mechanism of hearing;
    - Touch, taste, smell.
9. The reproductive system: reproduction and control of the species Male and Female reproductive organs: position, structure and function; the menstrual cycle.

### III. PERSONAL AND COMMUNITY HEALTH

#### Introduction

Organisational structure of the Health Service;  
 Available Health, Social and other Services contributing to health care in Trinidad and Tobago;  
 Role of the Nurse in the integrated health team;  
 Brief review of the historical development of Public Health Nursing.

#### Personal Health

Education of the individual *re* responsibility for promoting and maintaining his/her own health through
 

- care of the body;
- physical fitness, rest, sleep, diet, exercise;
- habits, mental hygiene and mental health;
- choice of clothing.

#### Community Health

1. Public authorities responsible for provision and maintenance of health facilities such as—
  - Water, Housing, Clean Air, Refuse disposal.
2. Agencies and personnel concerned with physical, mental and social welfare of the community.

3. Factors contributing to health promotion and maintenance, disease prevention—

(a) *Nutrition*

Sources of food

Food values, nutritional requirements, components, functions in health and in illness;

Planning menus within available resources;

Care, preparation, presentation, preservation and storage of food and milk;

Types of diet;

Instruction in health and illness;

Diseases spread by milk and food.

(b) *Air*

Composition and sources

Natural and artificial ventilation in home and institutions;

Effects of overcrowding in home and institutions;

Air pollution—causes of excess pollution, control of pollution.

(c) *Water*

General sources, areas of collection, contamination, pollution;

Provision and maintenance of safe and adequate supply;

Uses in the body and in community services;

Diseases spread by water and their prevention.

(d) *Heat*

Transmission of heat and regulation of temperature.

(e) *Light*

Natural and artificial.

(f) *Refuse*

Types, collection, methods of disposal, treatment and control in home, hospital, community;

Diseases associated with poor sanitary conditions.

(g) *Housing and the Home*

Housing bye-laws;

Influence of home and economic background as it relates to disease prevention and control;

Safety measures and accident prevention.

(h) *Prevention and control of infestation*

Prevention, treatment of infestation and control of pests, vermin, parasites.

**IV. INTRODUCTION TO THE STUDY OF HUMAN BEHAVIOUR**

**Human Behaviour**

(i) *Individual*

(a) Human growth and development

(b) Developmental stages and tasks

(c) Personality development

(d) Basic needs of the individual

(e) Anxiety and stress

(f) Patterns of adjustment.

Learning and motivation, study habits, etc.

- (ii) *Groups*
  - Types, dynamics
    - (a) The Family
    - (b) Institutions—Religion, Education (Military), Economic, Political
    - (c) Community
    - (d) Society
    - (e) Culture
  - Communication skills
  - Relationships—human; interpersonal, nurse/patient.
- (iii) *Concepts of Mental Health*
  - Role of the nurse in promoting and maintaining positive mental health—individual, family, community.

## V. ELEMENTARY MICROBIOLOGY APPLIED TO NURSING

### Introduction

Brief history of microbiology  
 Micro-organisms—role in life, classification, sources, growth and reproduction  
 Infection and modes of entry, methods of transmission, prevention and control, method of destruction of pathogenic bacteria  
 Natural defences of the body—immunity, types of immunity, administration and use of biochemical reagents (vaccines, sera, toxoids)  
 Susceptibility and sensitivity tests (use of cultures).

### Communicable Diseases

Regulations governing communicable diseases—notification, control, surveillance of contacts  
 Responsibility of Statutory Authorities in relation to maintenance of health, prevention and control of disease.

## VI. EMERGENCY CARE

### General Principles

A. Aims of Emergency Care

B. Principles of care in

- (a) Haemorrhage
  - (b) Shock
  - (c) Asphyxia
  - (d) Cardiac Arrest
  - (e) Injuries—skin—wounds,
    - scalds,
    - burns
    - bone—fractures
    - joints—sprains
- } use of bandages and splints

- (f) Unconsciousness
- (g) Poisoning
- (h) Drowning
- (i) Fits
- (j) Bites and Stings
- (k) Foreign Bodies.

C. Major Disasters—Fires, Earthquakes, Hurricanes, etc.

*The Final Examinations*

- (i) Principles and Practice of Psychiatric Nursing;
- (ii) Psychiatry—Science and Treatment of Mental Disorders;
- (iii) Introduction to Study of Psychological Concepts;
- (iv) Community Health;
- (v) Physical Illness and Psycho-Physiological Disturbances;
- (vi) Pharmacology;
- (vii) Nutrition;
- (viii) Professional Adjustments/Ethics; and
- (ix) Elements of Ward Administration.

I: PRINCIPLES AND PRACTICE OF PSYCHIATRIC NURSING

- (1) History of Psychiatric Nursing
- (2) Introduction to Psychiatric Nursing—Principles, functions of the Nurse
- (3) Communication skills in Psychiatric Nursing—observation, recording and reporting, talking with patients, listening, etc.
- (4) Nurse/Patient relationship
- (5) Ward Management—creating a therapeutic environment
- (6) Role of the Nurse in admission and discharge procedures
- (7) Role of the Nurse in Psychiatric treatments—
  - psychotherapy
  - physical therapy
  - drug therapy
  - adjunctive therapy
    - occupational therapy
    - recreational therapy
- (8) Patterns of Behaviour
  - overactive
  - underactive
  - withdrawn
  - suspicious
  - addicted
  - ritualistic
  - hysterical

- (9) Nursing Care and Management of
  - (a) Special patients
    - suicidal
    - violent and destructive
    - patients with feeding problems
    - patients with degraded and depraved habits
    - senile
    - alcoholic
    - anti-social
    - epileptic
    - mentally handicapped.
  - (b) Children
  - (c) Adolescents
- (10) Rehabilitation of the Patient.

## II: PSYCHIATRY—SCIENCE AND TREATMENT OF MENTAL DISORDERS

- (1) History of Psychiatry
- (2) Concepts of Mental Health
- (3) Aetiology of Mental Disorders
- (4) Classification of Mental Disorders
- (5) Examination of the Psychiatric patient
- (6) Special investigations and tests
- (7) Symptoms of Mental Disorders
- (8) Common psycho-pathological conditions
  - Neuroses
  - Psychoses
  - Behaviour disorders in children and adolescents
  - Psycho-physiological disorders
  - Mental Subnormality
  - Personality Disorders
  - Epilepsy
- (9) Psychiatric Treatments—principles of
  - physical therapy
  - psychotherapy
  - drug therapy
  - adjunctive therapies—recreational therapy
  - occupational therapy
- (10) Psychiatric Team
  - Members of the Psychiatric Team and their roles.
- (11) Legal Aspects of Psychiatry—
  - (a) Mental Health Act—
    - (i) Interpretations as per Mental Health Act;
    - (ii) Provisions for Admission, Discharge and continued detention;

- (iii) Provisions for maintaining civil liberties for personal freedom of patients
  - Psychiatric Hospital Tribunal—establishment, composition and functions
  - Mental Health Review Tribunal—establishment, composition and functions
  - Powers and duties of Psychiatric Hospital Director
  - Protection of property of patients
- (iv) General provisions—
  - Ill treatment
  - Sexual Intercourse
  - Escape
  - Designation of Mental Health Officers.
- (b) Other Civil Rights as affected by Mental Illness—
  - Testamentary capacity
  - Marriage and Divorce
  - Voting privileges
  - Criminal responsibility
- (c) Relevant Regulations made under the Mental Health Act.
- (12) Community Mental Health
  - (1) Overview
    - Concept of Community Mental Health
    - Importance and need for Community Health Programme.
  - (2) Planning for Community Mental Health
    - Major Models
    - Personnel preparation
    - Role
    - Need for ancillary services.
  - (3) Delivery of Services.
  - (4) Community Mental Health Service in Trinidad and Tobago.
- (13) Social Aspects of Psychiatry
  - Functions and role of Psychiatric Social Worker
  - Family and Community responsibilities
  - Community facilities—grants, social assistance, etc.

### III: INTRODUCTION TO STUDY OF PSYCHOLOGICAL CONCEPTS

Introduction—Principles on which psychology is based;  
Developmental stages and tasks;  
Personality Development—main Theories, Instincts and Emotions;  
Anxiety and Stress and coping mechanisms;  
Learning Process;  
Perception and Thought processes;  
Intelligence;  
Nature of statistical concepts;  
Assessment techniques;  
Group Dynamics.

## IV: COMMUNITY HEALTH

Aims of Community Health Nursing;  
Structure of Community Health Nursing Service;  
Available Community Health Services;  
Team concept in Community Health Nursing;  
Role of Community Health Nurse;  
Role of associated agencies;  
Related function with Community Mental Health Services;  
Epidemiology;  
Family Life Education and Population Control;  
Continuity of care.

## V: PHYSICAL ILLNESS AND PSYCHO-PHYSIOLOGICAL DISTURBANCES

Nature and cause of disease;  
Inflammatory response;  
Acute circulatory failure;  
Aetiology, clinical features, treatment and nursing care of patients suffering from diseases:  
—social  
—infectious  
—parasitic  
—skin  
—cardio-vascular  
—respiratory  
—gastro-intestinal  
—genito-urinary  
—neurologic  
—endocrine  
—metabolic  
—collagen.

## VI: PHARMACOLOGY

1: Introduction  
Definitions  
Types of Drugs  
General information on drug therapy  
Characteristics  
Drug standardisation  
Factors in relation to drug action  
Terms in relation to drugs—tolerance, etc.  
2: Laws relating to use and control of drugs.  
3: Administration of Drugs  
Methods  
Problems  
Role and responsibility of the Nurse.  
4: Specific groups of Drugs.  
5: Common drugs—indications for use, action, dosage, contra-indications, precautions, adverse effects.  
Overdose—symptoms, treatment.

VII: NUTRITION

- (1) Food as a basic health need—
  - (a) Definitions
  - (b) Factors which influence choice of food
  - (c) Nutrition—national and international issues
  - (d) Role of the nurse in ensuring good nutrition.
- (2) Food and food values  
Nutritional needs.
- (3) Overweight and underweight.
- (4) Obesity and its effect on health.
- (5) Diet in treatment of disease
  - (a) Nutritional deficiencies
  - (b) Ward diets—types
    - planning
    - in specific conditions.

VIII: PROFESSIONAL ADJUSTMENTS/ETHICS

Scope and character of Nursing profession  
Professional relations  
Professional organisations  
Current trends in Nursing.

IX: ELEMENTS OF WARD ADMINISTRATION

Basic principles of administration applied to nursing  
Supervisory techniques  
Teaching techniques  
Nursing Care planning  
Inventories, costing  
Care of equipment.

**PART 3**

Regulation 50.

**SYLLABUS OF SUBJECTS FOR THE CERTIFICATE AND  
LICENCE TO PRACTISE AS A MIDWIFE**

In this Syllabus of Subjects, the term “The Fundamental Nursing Programme” refers to the course of training and instruction received by student nurses in Approved Training Institutions in the first six months of entry to training as may be in force from time to time.

1. *The Fundamental Nursing Programme*

2. *The Pelvis*

Anatomy  
Types of Pelvis  
Measurements  
Pelvic floor  
Disproportion.

*The Genital Organs*

Anatomy and Physiology

*The Pelvic Organs*

Anatomy, physiology and pathology of uterus and cervix, fallopian tubes, ovaries, bladder, urethra, ureters, kidney.

Pelvic colon and rectum.

Relations of these organs to each other.

*The Foetus*

Conception

Implantation

Growth

Physiology

Circulation

Placenta, membranes and cord with abnormalities of the placenta.

*Foetal Skull*

Anatomy—internal and external

Physiology

Moulding and intra-cranial accidents

Caput succedaneum

Cephalhaematoma.

*The Breasts*

Anatomy

Physiology of lactation.

*Normal Pregnancy*

Diagnosis

Physiology

Management.

*Diseases due to Pregnancy*

Causes, prevention, signs, symptoms and treatment

Accidents of early pregnancy

Hyperemesis gravidarum

Hydramnios.

*Diseases associated with Pregnancy*

Signs, symptoms, treatment of—

Hypertension

Cardiac disease

Diabetes

Pulmonary tuberculosis

Cystitis

Pyelitis

Pyelonephritis

Chronic nephritis—uraemia

Diseases of the blood and anaemia

Fibroids

Vaginal discharges

Prolapse and retroversion  
Renal and bladder disorders  
Haemorrhoids and varicose veins.

*Antenatal care*

Psychology of the pregnant woman  
Management—diet, clothes, hygiene, advice, treatment of minor ailments  
History taking  
Examination  
Changes during pregnancy.

*Normal Labour*

Physiology  
Mechanism  
Management of all stages.

*Abnormal Labour*

Abnormal uterine action  
Prolonged labour  
Trial of labour  
Malpresentation—breach, face, brow, shoulder, compound presentations  
Multiple pregnancy—management of pregnancy, labour, puerperium  
Post-partum haemorrhage—prevention, cause, treatment.

*Obstetric emergencies*

Presentation and prolapse of cord—diagnosis, signs, management  
Signs, symptoms and management of—  
    Ruptured uterus  
    Inversion of uterus  
    Obstetric shock  
Abortions—ectopic, hydatidiform mole  
Antepartum haemorrhage.

*Normal puerperium*

Physiology  
Psychology  
Management  
Breast and artificial feeding.

*Abnormal puerperium*

Prevention, cause, signs, symptoms, treatment of—  
    Puerperal sepsis and pyrexia  
    Urinary tract infection and disorders  
    Breast infections  
    Thrombophlebitis, phlebothrombosis, pulmonary embolism  
    Pelvic floor injury  
    Psychiatric disorders.

*The Newborn Infant*

Physiology—changes at birth  
Management—immediate care, examination  
Resuscitation— asphyxia neonatorum  
Birth injuries—fractures, cerebral damage, nerve injuries (physiological)  
Disorders—vomiting, thrush, jaundice, omphalitis, sore buttocks, diarrhoea  
RH and ABO incompatibility (jaundice in the newborn)  
Infections—diagnosis, causes, treatment  
Congenital abnormalities  
Still births, perinatal mortality  
Pulmonary disorders  
Care of the Caesarian section baby.

*The Premature Infant*

Causes and prevention  
Physiology  
Management  
Disorders.

3. *Drugs and Solutions used in Midwifery*4. *Obstetric Operations and Instruments—*

Artificial rupture of membranes  
Versions  
Episiotomy  
Forceps delivery  
Caesarian sections  
Cervical suturing  
Vacuum extraction  
Amniocentesis  
Exchange blood transfusion and blood substitutes  
Others.

5. *Anaesthesia and Analgesia*6. *Statistics*

Population  
Birth  
Mortality  
Importance of record keeping.

7. *Population control*

Family life education  
Principles of interviewing and counselling  
Principles of teaching/learning processes.

8. *Public Health and Social Services—*

- Duties of officers
- Duties of liaison officers
- Administration of the service.

9. *Venereal Diseases*

- Prevention
- Signs and symptoms
- Dangers
- Management
- Pathology
- Treatment—prophylactic and curative.

10. *Professional ethics*

*Laws governing the practice of Midwifery in Trinidad and Tobago.*

**PART 4**

**SYLLABUS OF SUBJECTS FOR THE CERTIFICATE OF  
ENROLMENT AS A NURSING ASSISTANT**

**Ethics**

- The organisational chart
- The Hospital as a unit
- The role of the Nursing Assistant in the team
- Hospital etiquette
- Identification of other members of the team.

**Psychology**

- Basic developmental psychology
- Essential qualities of the Nursing Assistant and his/her relationship with other members of the team
- Human behaviour in illness—special needs of patients
- Relationship with relatives and visitors
- Liaison with other Government Health Services.

**First Aid Application to Anatomy and Physiology**

*Circulatory System*

- Pressure Points
- Haemorrhage
- Shock, collapse, syncope.

*Respiratory System*

- Cyanosis and dyspnoea
- Choking, rope hanging
- Haemoptysis, artificial respiration.

*Muscular System*

Sprains and strains  
Bites and stings  
Burns and scalds.

*Endocrine System*

Coma—Insulin, Diabetic.

*Urinary System*

Uraemia, Coma.

*Alimentary System*

Unconsciousness  
Poisoning  
Epilepsy.

*Skeletal System*

Fractures  
Dislocations.

**Patient Care and Ward Hygiene***Patient Care*

Care of the body in relation to health and disease, e.g., bed bathing  
Combing the hair—treating verminous head and shampooing the hair  
Care of hands, feet, nails, bowels; Positions used in nursing patients.

**Physical and Mental Well-being***Physical*

Food-serving—feeding (convalescing)  
Water storage, sources, purification, etc., and its use in the human body  
Air and ventilation—importance to health  
Recreation  
Rest  
Exercise.

*Mental*

Reassurance of patient  
Nursing Assistant/patient relationship on Wards.

**Ward Hygiene—Bacteriology Applied**

Ward refuse and disposal (dangers associated with dust)  
Correct methods of dusting and cleaning furniture, sinks, baths, sluices, toilets  
Excreta—prevention of infection  
Collection of specimens—urine, faeces, sputum  
Bacteria—types, sources  
Handling and care and cleansing of equipment and appliances used in hospitals,  
e.g., glass instruments, sharp and blunt instruments, rubber goods, enamel  
ware, stainless steel and polythene.

**Hospital Procedures**

- Assisting in making special beds and ordinary beds
- Care of the convalescent
- Use of bed cradles, sand bags, back rests, drainage bottles
- Filling and placing hot water bottles
- Danger and precautions in the usage of electric appliances
- Verbal report on patients to supervising nurse
- Taking temperatures, pulse and respiration
- Care of thermometer
- Assisting with Oxygen therapy.
- Recognition of international coding *re* colour of cylinders
- Soap and water (simple) Enema
- Names, strengths, uses—
  - Disinfectants and Antiseptics—precautions to be observed.
- Poisons and their care—Recognition of poisons
- Use, preparation and administration of—
  - (1) Ice Bags
  - (2) Fomentations—Kaolin, medical
  - (3) Enema tray—preparation
  - (4) Prepare shaving tray
  - (5) Pressure area treatment
  - (6) Mouth tray—washes and gargles
  - (7) Moist inhalations.
- Observing and reporting the following signs and symptoms of
  - (1) Diabetic Coma
  - (2) Epileptic Fit
  - (3) Shock.
- Assist with—
  - (1) Tepid sponging
  - (2) Last offices.
- Rules and Methods of Administering simple medications—
  - Types and upkeep of instruments in common use, including cleansing and sterilisation of basic equipment.
  - Invalid cookery
  - Infant and Invalid Feeding
  - Routine urine testing—Lectures and demonstration on albumin, sugar, acetone
  - Simple dressings—assisting treatment nurse.

LAWS OF TRINIDAD AND TOBAGO

MINISTRY OF LEGAL AFFAIRS

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Chap. 29:53

Nursing Personnel

[Subsidiary]

Nursing Personnel Regulations

Regulation  
75(4).

SIXTH SCHEDULE

THE NURSING COUNCIL OF TRINIDAD AND TOBAGO

TRANSCRIPT FOR COMPULSORY PRACTICAL  
EXPERIENCE PRIOR TO ENROLMENT

Name of Training Centre .....

Name of Trainee .....

Period of experience calculated from ..... to .....

The following represents *Supervised Practical Experience (in hours)* during the final period of training.

1. Assisting in the care and rehabilitation of patients suffering from:	
Medical Conditions ... ..	.....
Surgical Conditions ... ..	.....
2. Assisting in the care and rehabilitation of patients with:	
Obstetric Conditions ... ..	.....
Paediatric Conditions ... ..	.....
Geriatric Conditions... ..	.....
Psychiatric Conditions ... ..	.....
3. Assisting in the following Departments:	
Out-Patients' ... ..	.....
Casualty ... ..	.....
4. Community Health—Assisting with:	
(i) Dispensary Services ... ..	.....
(ii) Pre- and Post-natal Care ... ..	.....
(iii) Child Welfare ... ..	.....
(iv) Family Planning ... ..	.....
(v) Control of Infectious Diseases ... ..	.....
(vi) Rehabilitation ... ..	.....
5. Assisting with Any Others (to be specified):	
(i) .....	.....
(ii) .....	.....
(iii) .....	.....
(iv) .....	.....
Total Hours ... ..	... ..

6. Total experience (theoretical and practical) from Commencement of Training  
(in hours) = .....

7. Leave taken during Final period of Training—

Vacation	...	...	...	...	.....
Sick	...	...	...	...	.....
Other	...	...	...	...	.....
Total	...	...	...	...	.....

I Certify that the experience recorded above has been received by this Applicant in this Training Centre and in institutions approved for offering supervised limited experience, viz.

.....  
.....  
.....

Signature of Authority of Centre .....

Title .....

Date .....

\_\_\_\_\_