

LAWS OF TRINIDAD AND TOBAGO

NURSES AND MIDWIVES REGISTRATION ACT

CHAPTER 29:53

Act
33 of 1960
Amended by
8 of 1963
10 of 1966
22 of 1970

Current Authorised Pages

<i>Pages (inclusive)</i>	<i>Authorised by L.R.O.</i>
1-2	1/1990
3-28	1/1980
29-32/2	1/1990
33-96	1/1980
97-98	1/1990
99-165	1/1980

Index
of
Subsidiary Legislation

	Page
Nurses and Midwives Registration Regulations (G.N. 176/1977) ...	22

Corrigenda

- (a) At page 19, in section 41(2), in line 2 for the words "rules and regulations" substitute the words "Rules and Regulations".
- (b) At page 21, in section 50(2), in line 1, for the word "Regulation" substitute the word "regulation".
- (c) At page 25, under the marginal reference "176/1977", insert the following reference—" [8/1982, 63/1982]".
- (d) At—
 - (i) page 60, in rule 88(1), in line 1;
 - (ii) page 61, in rule 90(2), in line 1, for the word "Regulation" substitute the word "regulation".
- (e) At page 154, in item 111, for the word "CONCERTS" substitute the word "CONCEPTS".

CHAPTER 29:53

NURSES AND MIDWIVES REGISTRATION ACT

ARRANGEMENT OF SECTIONS

SECTION

PART I

PRELIMINARY

1. Short title.
2. Interpretation.
3. Constitution of the Nursing Council of Trinidad and Tobago.
4. Composition of Council.
5. Tenure of office.
6. Transitional.
7. Officers of Council.
8. Remuneration of officers.
9. Expenses of carrying Act into effect to be paid out of moneys received by Council.
10. Audit of accounts.
11. Annual report and information as required to be furnished by Council to Minister.
12. Duty of Council to assist and advise Minister.
13. Power of Minister to make Regulations.
14. Registers and Roll kept under this Act to be open to inspection.

PART II

NURSES

15. Register of Nurses.
16. Qualifications for admission to the Register of Nurses.
17. Certificate of registration and annual registration fee.
18. Cancellation or suspension of registration.
19. Falsely conveying impression of being registered as a nurse etc.

PART III

MIDWIVES

20. Register of Midwives.
21. Qualification for admission to the Register of Midwives.
22. Issue of licences to registered midwives.

SECTION

23. Cancellation or suspension of registration.
24. Licence to be surrendered on cancellation or suspension of registration.
25. Midwife to give previous notice of intention to practise in district.
26. Duty of midwife to report deaths and births.
27. Appointment and duties of Supervisors.
28. Suspension of midwife from practice in urgent cases.
29. Falsely conveying impression of being recognised midwife.
30. Power of Minister to bring certain provisions into force.
31. Restriction on activities of unqualified persons at childbirth.
32. Summoning of medical aid in emergency and payment therefor.

PART IV

NURSING ASSISTANTS

33. Roll of Nursing Assistants.
34. Discretionary power of Council to enter names on Roll.
35. Certificate of enrolment and annual registration fee.
36. Removal of names from Roll by Council.
37. Falsely conveying the impression of being enrolled.

PART V

GENERAL

38. Appeal against refusal to register or against removal of name from Register of Nurses or Register of Midwives.
 39. Power of Council to suspend from practice pending inquiry.
 40. Designation and approval of places of training.
 41. Regulations.
 42. Fees.
 43. Power of Council to arrange examinations and appoint examiners.
 44. Restoration of names removed from Registers or Roll.
 45. Making of false representation for purpose of registration.
 46. False certificates or licences.
 47. Falsification of Registers or of Roll.
 48. Approved badges or uniform.
 49. Secretary to give notice of refusal of application for registration or of order of removal or suspension from Register.
 50. Penalties.
 51. What constitutes "unauthorised practice".
 52. Collection and disposal of fines and other payments made under the Act.
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CHAPTER 29:53

NURSES AND MIDWIVES REGISTRATION ACT

An Act to provide for the Registration of Nurses, Midwives and Nursing Assistants, and for other matters connected therewith. 33 of 1960.

[21ST SEPTEMBER 1961]

Commencement.
113/1961.

PART I

PRELIMINARY

1. This Act may be cited as the Nurses and Midwives Registration Act. Short title.

2. In this Act— Interpretation.

“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;

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

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

“secretary” 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.).

(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 nurses, midwives or nursing assistants under this Act.

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

Composition of
Council.
[8 of 1963].

4. (1) The Council shall comprise twenty-two persons, as follows:

- (a) the Chief Medical Officer or his nominee appointed to represent him at any meeting, and the Chief Nursing Officer, who shall be the *ex officio* members;
- (b) five persons appointed by the Minister after considering the views and representations of persons and bodies having special interest and experience in matters pertaining to nursing, of whom one shall be either a person trained in the teaching of nurses or a nurse engaged in the administration of an institution designated by the Council under section 40 as a recognised place of training for nurses, one either a person trained in the teaching of public health nursing or a nurse engaged in the administration of the public health nursing services, one a nurse-midwife or a person trained in teaching midwifery, one a person having experience in the teaching or administration of mental nursing and one a person having experience in matters pertaining to general education;
- (c) two persons appointed by the Medical Board;
- (d) eleven persons, of whom not more than two may be medical practitioners, elected by the persons who are registered as nurses under this Act at the date of the election;
- (e) 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; and
- (f) one person elected from among their own number by the persons who are registered as mental nurses under this Act at the date of the election.

(2) The Council shall from time to time give due notice to the persons or bodies concerned and take all such other steps as may lie in their power with regard to the making of appointments and the holding of elections.

Tenure of
office.
[10 of 1966].

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

(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(1).

(3) Where the vacant place is that of a person elected under paragraphs (d), (e) or (f) of section 4(1) 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 paragraphs (d), (e) or (f), as the case may be, 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 think fit from among the persons eligible for election under the said paragraphs (d), (e) or (f), as the case may be; 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.

6. Pending the re-constitution of the Council in accordance with section 4 the Council shall consist of those persons who immediately prior to the commencement of this Act were members of the Council under the Nurses Registration Ordinance (repealed by this Act) of whom six shall constitute a quorum.

Transitional.

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

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.

Officers of
Council.

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

Remuneration of officers.

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

Expenses of carrying Act into effect to be paid out of moneys received by Council.

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.

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.

Power of Minister to make Regulations.

13. The Minister shall have power to make regulations for carrying the purposes of this Act into effect.

Registers and Roll kept under this Act to be open to inspection.

14. (1) The Registers and the Roll 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 Roll, or a copy or extract from any of them duly certified by the Secretary 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

15. (1) The Council shall keep for the purposes of this Part a register, to be known as the Register of Nurses, on which it shall cause to be entered the names of all persons who are entitled to be registered as nurses in accordance with this Act.

Register of Nurses.

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

(3) The Register of 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.

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 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.

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

(2) Any person who has completed a course of training in a recognised place of training and has passed the examinations prescribed by the Council and who establishes to its 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.

(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.

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

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

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

(3) A person who practises as a registered nurse after his

certificate of registration is suspended under subsection (2) is liable on summary conviction to a fine of five hundred dollars or to six months imprisonment and in the case of a second or subsequent offence to a fine of one thousand dollars or to imprisonment for eighteen months.

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 of any person whose name is registered under this Part; and in such case the certificate of registration issued under section 17(1) shall be deemed to be suspended or cancelled, as the case may be.

Cancellation or suspension of registration.

(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 nurse unfit to practise nursing;
- (d) conduct that does not conform to the generally recognised standards of the profession of nursing, or that is unbecoming to a nurse;
- (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 some 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 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 counsel or solicitor at every stage of the proceedings.

19. (1) A person who, not being registered as a nurse under this Act, or who during any period when his certificate of registration issued under this Act has been suspended or cancelled under section 18 or is deemed to have been suspended by virtue of section 17(2), takes or uses the name or title of "registered nurse" either alone or in combination with any other words or letters, or any name, title, addition, description, uniform or badge

Falsely conveying impression of being registered as a nurse, etc. [22 of 1970].

implying or calculated to convey the impression that he is registered under this Part or is recognised by law as a registered nurse, is guilty of an offence.

(2) A person who, not being registered as a nurse under this Act, or, who during any period when his certificate of registration issued under this Act has been suspended or cancelled under section 18 practises as a registered nurse is liable on summary conviction to a fine of two thousand dollars or to imprisonment for two years.

PART III

MIDWIVES

Register of
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.

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

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

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.

(2) Any person who has completed a course of training in a recognised place of training and has passed the examinations prescribed by the Council and who establishes to its satisfaction that she 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 this Act, be entitled to be registered.

(3) Any person who establishes to the satisfaction of the Council that she 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 she 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.

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 Secretary; and the licence shall remain in force unless suspended or cancelled.

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

(2) If any such person fails to pay the annual registration fee which may be payable, for three months after it becomes due, her licence issued under subsection (1) shall be deemed to be suspended; but the Council may restore the validity of the licence upon payment of the registration fee and such further sum by way of fine as may be prescribed.

(3) A person who practises as a midwife after her licence is deemed to have been suspended under subsection (2) is liable on summary conviction to a fine of five hundred dollars or to imprisonment for six months and in the case of a second or subsequent offence to a fine of one 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.

(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 her professional duty; or
- (f) fraud or misrepresentation in obtaining a registration, whether for herself 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 her defence and to be represented by counsel or solicitor at every stage of the proceedings.

Licence to be surrendered on cancellation or suspension of registration.

24. Any midwife whose registration has been suspended or cancelled shall within fourteen days of being so notified in writing by the Secretary of the Council surrender her licence to the Secretary, and if she fails to do so is liable on summary conviction to a fine of seventy-five dollars or to imprisonment for a period of one month.

Midwife to give previous notice of intention to practise in district.

25. (1) Every midwife shall before practising in any district give notice in writing of her intention to do so, and of her place of residence or intended place of residence, to the Medical Officer of Health of the County in which she intends to practise, and to the Council; and she 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 she has resided and in which she 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) she is liable on summary conviction to a fine of seventy-five dollars or to imprisonment for a period of one month.

(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 she has given notice of her intention to practise if within three days of rendering such services she 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.

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 is guilty of 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 is guilty of 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 Secretary 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.

29. (1) A person who, not being licensed as a midwife under this Act, or who during any period when her 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 name, title, addition, description, uniform or badge, implying or calculated to convey the impression that she is registered under this Part or is a person specially qualified to practise midwifery, or is recognised by law as a midwife, is guilty of an offence.

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

(2) A person who, not being licensed as a midwife under

this Act or who during any period when her licence to practise issued under this Act has been suspended or cancelled under section 23 practises as a midwife is liable on summary conviction to a fine of two thousand dollars or to imprisonment for two 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.

31. 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 is liable on summary conviction to a fine of one hundred and fifty dollars and to imprisonment for two months.

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.

32. (1) In any emergency, as may be defined in rules or regulations made by the Council, a midwife shall call to her 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].

(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) is liable on summary conviction to a fine of one hundred dollars or to imprisonment for two months and in the case of a second or subsequent offence to a fine of two hundred dollars or to imprisonment for six months.

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.

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

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

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

or badge implying or calculated to convey the impression that he is enrolled as a Nursing Assistant under this Act is guilty of 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 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].

38. (1) Any person aggrieved by the refusal of the Council to enter his name 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 a nurse or midwife, may, within one month from the date on which notice thereof is given to him by the Secretary, 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 nursing assistant has been refused, or whose name has been removed from the Roll of Nursing Assistants whether for a fixed time or permanently, may within one month of being notified to that effect by the Secretary of the Council appeal in writing to the Minister for a review of the matter and the Minister's decision thereon shall be final.

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

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 nurse, midwife or nursing assistant should continue to practise pending a full inquiry, the Council may suspend the nurse, midwife, or nursing assistant from practice pending the results of a full inquiry by the Council which shall be instituted into the matter forthwith.

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

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 or midwives or nursing assistants, as the case may be.

41. (1) The Council may, with the approval of the Minister, ^{Regulations.} make Regulations— [22 of 1970].

- (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 Council may, with the approval of the Minister, make rules and 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;
- (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;
- (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 nurses, 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.

Fees.

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.

Power of Council to arrange examinations and appoint examiners.

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.

Restoration of names removed from Registers or Roll. [22 of 1970].

44. The Council may at any time restore to the Register of Nurses, or to the Register of Midwives, or to the Roll of Nursing Assistants, as the case may be, any name which has been removed therefrom, whether permanently or for a fixed time.

Making of false representation for purpose of registration.

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, is guilty of an offence.

False certificates or licences.

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 is guilty of an offence.

Falsification of Registers or of Roll. [22 of 1970].

47. Any person who wilfully makes or causes to be made any falsification of the Register of Nurses or of the Register of Midwives or of the Roll of Nursing Assistants is guilty of an offence.

Approved badges or uniform. [22 of 1970].

48. The Council may approve the design or description of any badge or uniform to be worn by nurses, or by midwives, or by nursing assistants.

Secretary to give notice of refusal of application for registration or of order of removal or suspension from Register.

49. Where the application of any person for registration as a nurse or as a midwife has been refused by the Council, or where any order has been made for the removal or suspension of the name of any person from the Register of Nurses or the Register of Midwives, the Secretary of the Council may give notice forthwith of that fact to the person concerned.

Penalties.

50. (1) Any person guilty of an offence under this Act, except in cases where some other penalty is specifically provided, is liable on summary conviction to a fine of three hundred dollars or to imprisonment for four months for a first offence, and for a second or subsequent offence to a fine of seven hundred and fifty dollars or to imprisonment for twelve months.

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

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.

What constitutes "unauthorised practice"

52. (1) Any moneys payable upon a summary conviction under this Act shall be paid to the Court, which shall cause the sums to be paid to the Secretary on behalf of the Council.

Collection and disposal of fines and other payments made under the Act.

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

SUBSIDIARY LEGISLATION

**NURSES AND MIDWIVES REGISTRATION
REGULATIONS**

ARRANGEMENT OF REGULATIONS

REGULATION

1. Citation.
2. Interpretation.

SCHOOLS OF TRAINING

3. Approved schools of training.
4. Designation of institutions for training nurses.
5. Designation of institution for training midwives.
6. Designation of institutions for training nursing assistants.

TRAINING OF NURSES

7. Qualifications for admission as student nurse.
8. Application to take aptitude test.
9. Certificate for admission to Approved School of Nursing.
10. Registration as student nurse.
11. Removal of name from Register of Student Nurses.
12. Nursing Examinations of the Council.
13. Duration of programme of training.
14. Syllabus of subjects for general and psychiatric nursing.
15. Content of programme of training.
16. Plan of training.
17. Normal leave.
18. Break in training.
19. Post-basic programmes for registered nurses.
20. Entry to post-basic programme.
21. Registration as post-basic student nurse.
22. Duration of post-basic programme.
23. Removal of name from Register of Post-basic Student Nurses.
24. Plan of post-basic programme.
25. Holding of examinations.
26. Qualifications for taking assessment examination.
27. Application to take assessment examination.
28. Qualifications for taking preliminary examination.
29. Application to take preliminary examination.

REGULATION

30. Qualifications for taking qualifying examination.
31. Application to take final examination.
32. Uniform.
33. Punctuality at examinations.
34. Absence from an examination.
35. Re-sit of examination.
36. Exclusion from training or registration.
37. Disqualification for examination and registration.
38. Notification of results of examinations.
39. Award of certificate.

REGISTRATION OF NURSES

40. Registration as a nurse.
41. Annual registration fee.
42. Restoration of registration after suspension.
43. Restoration of registration after cancellation.

TRAINING OF MIDWIVES

44. Qualifications for admission as a pupil midwife.
45. Disqualification for admission to training as midwife.
46. Registration as pupil-midwife.
47. Removal of name from the Register of pupil-midwives.
48. Duration of programme of training.
49. Plan of training.
50. Syllabus of subjects.
51. Content of programme of training.
52. Records to be maintained by pupil-midwife.
53. Midwifery examinations.
54. Commencement of training.
55. Normal leave.
56. Break in training.
57. Application to take midwifery examinations.
58. Presentation of Case Book to examiner.
59. Re-sit of examination.
60. Exclusions from training or registration.
61. Disqualification for examinations and registration.
62. Notification of results of examinations.
63. Award of certificate.
64. Registration as a midwife.
65. Annual registration fee.
66. Restoration of registration after suspension.
67. Restoration of registration after cancellation.

REGULATION

TRAINING OF NURSING ASSISTANTS

68. Qualifications for selection as trainee.
69. Listing as trainee.
70. Removal of name from the List of Trainees.
71. Syllabus of subjects.
72. Calculation of leave.
73. Minimum experience and training required.
74. Admission to assessment tests.
75. Period of internship.
76. Exclusion from training or enrolment.
77. Disqualification for assessment tests and enrolment.
78. Notification of results of assessment tests.

ENROLMENT OF NURSING ASSISTANTS

79. Enrolment as nursing assistants.
80. Annual enrolment fee.
81. Restoration of enrolment after suspension.
82. Restoration of enrolment after cancellation.

DISCIPLINARY PROCEEDINGS

83. Institution of disciplinary proceedings.
84. Appointment of tribunal.
85. Procedure at the inquiry.
86. Report of tribunal.
87. Decision of Council.

GENERAL

88. Loss of certificate of registration.
89. Issue of badge.
90. Loss of badge.
91. Badge to remain property of the Council.
92. Information from the register.
93. Seal of the Council and signature.

FIRST SCHEDULE.

SECOND SCHEDULE.

THIRD SCHEDULE.

FOURTH SCHEDULE.

FIFTH SCHEDULE.

SIXTH SCHEDULE.

**NURSES AND MIDWIVES REGISTRATION
REGULATIONS**

176/1977.

made under section 41

1. These Regulations may be cited as the Nurses and Midwives Registration Regulations. Citation.

2. (1) In these Regulations— Interpretation.

“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; Ch. 12 No. 19.
(1950 Ed.).

“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;

“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;

“Secretary” 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.

(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

Approved schools of training.

3. The Secretary 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.

Designation of institution for training nurses.

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—

- (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; Ch. 29:50.
- (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 Ch. 29:50.
 - (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.

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

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

Qualification
for admission
as student
nurse.
[8/1982].

- (a) he is not less than seventeen (17) years of age and not more than thirty-five (35) years of age; and
- (b) he has sat, at least five (5) subjects at ordinary level of the General Certificate of Education and has obtained Grade A, B or C in at least four (4) of these subjects, one (1) of which shall be English Language; or
- (c) he has at least five (5) subjects at the Caribbean Examinations Council examinations and has obtained General Proficiency (Grades I or II) in at least four (4) subjects, one (1) of which shall be English Language; or
- (d) he has any combination of four passes in:
 - (i) the General Certificate of Education, ordinary level, Grades A, B or C; and
 - (ii) the Caribbean Examinations Council—General Proficiency (Grades I or II), one of which shall be English Language; and
- (e) he supplies evidence of having undergone training for at least three (3) 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.

[Subsidiary]

Nurses and Midwives Registration Regulations

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

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.

Second
Schedule.

(2) An applicant shall forward with his application—

Form 1.
Third
Schedule.

- (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.

Certificate for
admission to
Approved
School of
Nursing.

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.

Registration as
student nurse.

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 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.

Form 1.
Fourth
Schedule.

(2) An applicant shall forward with his 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 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;

Nurses and Midwives Registration Regulations

[Subsidiary]

(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;

[Subsidiary]

Nurses and Midwives Registration Regulations

- (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.

Nursing
Examinations
of the Council.

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—

- (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 four months prior to the written examination referred to below in this subregulation; and
 - (ii) a written examination (hereinafter referred to as “the qualifying examina-

Nurses and Midwives Registration Regulations

[Subsidiary]

tion") 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.

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

Duration of programme of training.

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.

Syllabus of subjects for general and psychiatric nursing.
Fifth Schedule

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

Content of programme of training.

[Subsidiary]

Nurses and Midwives Registration Regulations

- (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.

Plan of training.

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—

- (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
		Total 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
		<hr/>
	Total	112 weeks
		<hr/>

[Subsidiary]

Nurses and Midwives Registration Regulations

Normal leave.

17. A student nurse may be granted the following periods of leave—

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

Break in training.

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.

(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.

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.

Entry to post-basic programme.

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.

Registration as 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.

[Subsidiary]

Nurses and Midwives Registration Regulations

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					78 weeks

(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
Total		78 weeks

Holding of examinations.

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 May and November 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.

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

Qualifications for taking assessment examination.

- (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.

[Subsidiary]

*Nurses and Midwives Registration Regulations*Application to
take
preliminary
examination.
Form 3.
First Schedule.

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.

Second
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;

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

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. Punctuality at
examinations.

34. (1) A student whose name is on the list of candidates for an examination of the Council who absents himself from the exami- Absence from
an examination.

nation 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.

Re-sit of
examination.

35. (1) A student failing one subject of an examination is permitted to re-sit 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 re-sit 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 re-sit 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.

Disqualification
for examination
and
registration.

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 prelimi-

nary or final examination or to the Register of Nurses, as the case may be.

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 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 4.
Fourth 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—

(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 5.
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 6.
Fourth 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.

Restoration of registration after suspension.

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.

(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.

Restoration of registration after cancellation.

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.

(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

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

Qualifications for admission as a pupil-midwife.

- (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.

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.

Disqualification for admission to training as 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.

Registration as pupil-midwife.

Form 7.
Fourth
Schedule.

(2) An applicant shall forward with her 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) No pupil-midwife shall be admitted to the midwifery examinations of the Council unless she is registered with the Council as a pupil-midwife.

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

Removal of name from the Register of pupil-midwives.

- (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.

Duration of
programme of
training.

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

- (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
Ante-natal Ward	10 weeks
Family Planning, Ante-natal and Post-natal Clinic	6 weeks
District Puerperium	2 weeks
Child Welfare Clinics	2 weeks
Milk Kitchen	2 weeks
Total	<u>50 weeks</u>

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

Syllabus of
subjects.
Part 3.
Fifth Schedule.

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.

Content of
programme of
training.

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 ante-natal 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.

(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).

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

54. (1) A one-year pupil-midwife who proposes to enter at the end of a one-year period of training— Commencement 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 covering a period of three weeks on completion of the first year of training. Normal leave.

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 defi-

ciency 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.

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.

Result of
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.

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.

Exclusions from training or registration.

(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 she been a midwife, would in the opinion of the Council have rendered her 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 her an opportunity to offer an explanation, refuse to admit her 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

Form 9.
Fourth
Schedule.

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 4.
Third Schedule.

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

Second
Schedule.

Annual
registration fee.

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.

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.

Restoration of
registration
after
suspension.

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.

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

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 her 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.

(2) An applicant shall forward with his application—

Form 10. Fourth 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.

Second 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 5. 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.

(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.

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.

Admission to assessment tests. Form 10. First Schedule.

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

(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.

Form 11. First Schedule.

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

Second Schedule.

(5) A trainee who has been unsuccessful in the practical assessment test may apply to re-sit 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.

Exclusion from
training or
enrolment.

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.

(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.

Disqualification
for assessment
tests and
enrolment.

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 pre-

scribed 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.

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

Notification of results of assessment tests.

ENROLMENT OF NURSING ASSISTANTS

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

Enrolment as nursing assistant.

(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

Form 11.
Fourth
Schedule.

(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 12.
Fourth
Schedule.

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

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.

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.

Annual
enrolment fee.

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.

Restoration of
enrolment after
suspension.

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.

(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.

Restoration of
enrolment after
cancellation.

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.

(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

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

- (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 counsel or solicitor 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.

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

85. The following procedure shall apply at the inquiry—

- (a) the case against the respondent may be presented by any person, including counsel or solicitor, 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;

Procedure at the inquiry.

- (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.

Report of
tribunal.

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

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

Decision of
Council.

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.

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

GENERAL

Loss of
certificate of
registration.

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.

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 appli-

cation for a new certificate on the ground of mutilation of the certificate.

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.

Issue of badge.

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.

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

Loss of badge.

(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.

Regulation
27(1).

FORM 2

Fees Receipt No.
.....

Result
.....

Examination No.
.....

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.
---------------------------	-----------------	--------------------------

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 Nurses and Midwives Registration 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.

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

Experiences of Applicant

Theoretical

Clinical

	No. given	No. attended	
Elementary Anatomy and Physiology			Total experiences received over the period— From To Total clinical experiences (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
------------------------------	----------------------------	-----------------

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

for19....

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) AgeDate of BirthDate of Marriage
- (2) Place of BirthNationality
- (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 Examination in General Nursing—Continued

Section B

Mr. _____
Miss _____
Mrs. _____

Practical Experience of Student Nurse, calculated in hours from _____ to _____

Ward Experiences	1st Year			2nd Year			3rd Year			4th Year			Totals
	Day	Evening	Night	Day	Evening	Night	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 and Throat													
Outpatients' Department													
Nutrition													
Operating Theatre													
Casualty													
*Central Sterilizing Dept.													
Neuro-Surgical													
Obstetrics													
Psychiatric													
Community Health													

(*If applicable)

Total Ward Experience ..

Section B—Continued

Total Hours of Practical Ward Experience =

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

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

Date

Leave taken by Student over the training period calculated in hours fromto

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

*Do not include normal "Days off"

Signature of person compiling Leave

Title

**Application for Entry to the Final Examination in
General Nursing—Continued**

Section C

(To be completed by Sister Tutor of the School)

Record of Theoretical Experiences 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		

.....
Signature of Tutor

Date

**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



Regulation
31(2)(b).

FORM 5

THE NURSING COUNCIL OF TRINIDAD AND TOBAGO

Fees Paid (Date)	Examination No. FM/	Result
------------------------------	------------------------------	-----------------

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

19... 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) AgeDate of BirthDate of Marriage
- (2) Place of BirthNationality
- (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

Practical Experience of Student Nurse Mr.
 Miss
 Mrs.

calculated in hours fromto

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 ..													

L.R.O. 1/1980

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 fromto

Leave	1st Year		2nd Year		3rd Year		4th Year		Totals
	From	To	From	To	From	To	From	To	
Sick									
Vacation									
Other Leave* ..									
*Do not include normal "Days off" Total Leave of all Types ..									

.....
Signature of person compiling Leave

Title

74 [Subsidiary] Chap. 29:53 Nurses and Midwives Registration
 Nurses and Midwives Registration Regulations

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 Deportment

Theoretical Knowledge

Date

.....
Signature

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 for19.....

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:

- AgeDate of BirthDate 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 Psychiatric Nurses
- (b) 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

6. Date of commencement of Programme of Training

Permanent Private Address

.....

.....

Signature of Applicant

Date

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.

Application—Final Examination in General Nursing—Continued

Section B

Practical Experience of Miss
 Mrs.
 Mr.

calculated in hours from to

Experiences	Programme of Preparation			Additional Experiences*			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							
Out-patients' 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 Experiences" are to be completed only for persons re-sitting the Examination.

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

Leave taken over the training period (in hours)—

Sick

Vacation

Other Leave*

(*Do not include "Days off")

Application—Final Examination in General Nursing—Continued

Section C

(To be completed by Nursing Instructor)

Theoretical Experiences 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		

.....
Signature of Nursing Instructor

Date

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 ofcalculated 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

Regulation 31(2)(d).

FORM 7

Fees Paid

Examination No.

Result

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 for19.....

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:

1. Age Date of Birth Date of Marriage

2. Place of Birth

3. Nationality

4. 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

5. 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

6. Date of commencement of Programme of Training

Permanent Private Address

.....
.....

.....
Signature of Applicant

Date

**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.

Application—Final Examination in Psychiatric Nursing—Continued

Section B

Practical Experience of Mr.
 Mrs.
 Miss

calculated in hours fromto

Ward Experience	Programme of Preparation			Additional Experiences*			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 Out-Patients 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 Experiences" are to be completed only for persons re-sitting the Examination. They should reflect additional experiences since last transcript was compiled.

Application—Final Examination in Psychiatric Nursing—Continued

Section C

(To be completed by Nursing Instructor)

Theoretical Experiences 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

Application—Final Examination in Psychiatric Nursing—Continued

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 Deportment

Theoretical Knowledge

.....

Signature

Date

FORM 8

Regulation 57(2)(a).

THE NURSING COUNCIL OF TRINIDAD AND TOBAGO

(Nurses and Midwives Registration 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 of19....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 } General Nurse
in Trinidad and Tobago } Psychiatric Nurse
Nurse Registration Number in } R.N.
Trinidad and Tobago } R.M.N.

Age..... Date of BirthDate of Marriage
NationalityTrinidad 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

Signature of Applicant

Date

(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 fromto

Her conduct has been at all times such as to render her a fit and proper person to be admitted to the Examination leading to 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 fromto due to

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

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
*Gynaecological:				
Pure			Forceps	
Abortions			Vacuum	
			Caesarean Sections	
*Paediatric: Medical				
Surgical				
Infectious				
			Deliveries Performed	Number
Antenatal			Home	
Labour			Hospital	
Lying-in			B.B.A.	
Nursery: General				
Premature			Vaginal Examinations	
Isolation			Palpations	
Clinics				
			Record of Leave	
Antenatal			Type of Leave	Days
Post-natal				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

FORM 9

Regulation 57(2)(b).

THE NURSING COUNCIL OF TRINIDAD AND TOBAGO

(Nurses and Midwives Registration 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

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

AgeDate of BirthDate of Marriage NationalityTrinidad 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 fromto

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

There has been a break in training fromto

She previously sat the Midwifery Examinations of— and of

SignedSigned (Junior Matron) (Senior Matron)

Date

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

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
*Gynaecological:				
Pure	Forceps
Abortions	Vacuum
			Caesarean Sections
*Paediatric: Medical				
Surgical	Deliveries Performed	
Infectious		
Antenatal	Home
Labour	Hospital
Lying-in	B.B.A.
Nursery: General	Vaginal Examinations
Premature	Palpations
Isolation	Record of Leave	
Clinics				
Antenatal	Type of Leave	Days
Post-natal		Hours
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

LAWS OF TRINIDAD AND TOBAGO

94

Chap. 29:53 Nurses and Midwives Registration

[Subsidiary]

Nurses and Midwives Registration Regulations

Regulation 74(1).

FORM 10

THE NURSING COUNCIL OF TRINIDAD AND TOBAGO (Nurses and Midwives Registration 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 for19....

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 (Nurses and Midwives Registration 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 19....

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—

- Fromto 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 fromto due to

Signature

Title

Date

(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	Experience in—	
(v) reporting	Out-patients' Department
(vi) preparation of patient for examination	Emergency Care
(vii) preparation and use of equipment	Food Service Department
(viii) enemas	Any Other (specify area)
(ix) administration of medicines
(x) suppositories
(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 has completed the Experience as set out on this Transcript.	
(c) Fractures
(d) Sprains and Strains
(e) Unconsciousness
4. Food and Food Service—	
(a) adults	Signature of Authority of Centre
(b) children
(c) helpless and special Preparation of artificial feeds	Official Title
5. Ward hygiene—cleaning and dusting
Total Hours	Date

Nurses and Midwives Registration Regulations

[Subsidiary]

SECOND SCHEDULE

63/1982.

I—EXAMINATION FEES

	\$	c.
On application for entry to the Aptitude Test ...	25	00
On application for entry to the Practical Assessment Examination ...	25	00
On application to re-sit one area of the Practical Assessment Examination ...	15	00
On application for entry to the Written Assessment Examination ...	25	00
On application to re-sit the Written Assessment Examination ...	25	00
On application for entry to the Practical Preliminary Examination ...	40	00
On application for entry to re-sit one area of the Practical Preliminary Examination ...	20	00
On application for entry to the Written Preliminary Examination ...	40	00
On application to re-sit the Written Preliminary Examination ...	40	00
On application for entry to the Practical Final Examination ...	50	00
On application to re-sit an area of the Practical Final Examination ...	25	00
On application for entry to the Written Final Examination ...	50	00
On application to re-sit the Written Final Examination ...	50	00
On application to enter the Midwifery Examination	60	00
On application to enter the Written Trainee Assessment ...	40	00
On application to enter the Practical Trainee Assessment ...	40	00

II—REGISTRATION IN TRAINING PROGRAMMES

On application for registration as a Student Nurse ...	20	00
On application for registration as a Post-Basic Student Nurse ...	30	00
On application for registration as a 2-Year Pupil-Midwife ...	20	00
On application for registration as a 1-Year Pupil-Midwife ...	30	00
On application for listing as a Trainee ...	20	00

[Subsidiary]

Nurses and Midwives Registration Regulations

III—FEES OF ADMISSION TO REGISTER AND ROLL

	\$	c.
On application for admission to the Register—		
Under the provisions of sections 16(2) and 21(2) of the Act	50	00
Under the provisions of section 16(3) of the Act	75	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	50	00
On application for admission to the Roll—		
Of a person trained in Trinidad and Tobago	60	00
Of a person trained outside Trinidad and Tobago—		
On application	40	00
On completion of requirements for Enrolment	40	00

IV—ANNUAL REGISTRATION AND ENROLMENT FEES

In respect of a certificate as a General Nurse	10	00
In respect of a certificate as a Psychiatric Nurse	10	00
In respect of a licence as a Midwife	10	00
In respect of a certificate as a Nursing Assistant	10	00

V—FINES

For failure to pay the annual registration fee, for each year of lapse or part thereof	20	00
For failure to pay the annual enrolment fee, for each year of lapse or part thereof	20	00

VI—SERVICES

Use of Seal	30	00
On application, etc.	20	00
On application for issue of fresh certificate of registration, of enrolment or of passing the aptitude test	20	00
On application for issue of transcript with Seal	75	00
On application for verification of registration to bodies, overseas and local	20	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.

Regulation 40(2)(b).

FORM 2

THE NURSING COUNCIL OF TRINIDAD AND TOBAGO (Nurses and Midwives Registration Act)

Reference No:

AR/.....

CERTIFICATE AS TO CHARACTER

(Confidential)

To: The Secretary, 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 Secretary, 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
(Nurses and Midwives Registration Act)

CERTIFICATE AS TO CHARACTER

Ref. No.: AR/

(Confidential)

To: The Secretary,
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
(In Block Letters)
2. Address of person testifying
3. Occupation of person testifying
4. Date
5. Signature of person testifying

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

Regulation 64(2)(b).

FORM 4

THE NURSING COUNCIL OF TRINIDAD AND TOBAGO (Nurses and Midwives Registration Act)

Reference No: AR/.....

CERTIFICATE AS TO CHARACTER

(Confidential)

To: The Secretary, 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 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 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 Secretary, 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 (Nurses and Midwives Registration 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 Secretary, 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 Parish Priest.

Regulation
69(3).

FORM 6

THE NURSING COUNCIL OF TRINIDAD AND TOBAGO
(Nurses and Midwives Registration 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

FOURTH SCHEDULE

Qualified by Letter of Exemption, No.....of

Qualified by Revised Test—Year

FORM 1

Regulation 10(1).

THE NURSING COUNCIL OF TRINIDAD AND TOBAGO

Application for Registration as a Student Nurse

(To be completed in Handwriting of Applicant)

A: I, Surname (in Block Letters: if married, write Married Name first; then write Maiden name after word "nee".)

..... (Other Name(s) 1st 2nd 3rd)

now in training at the Hospital School of Nursing do hereby apply for Registration with the Council as a Student Nurse, and I declare that all the particulars I insert below are true and correct:



State whether Married, Single or Widow

Date of Birth

Nationality

Tick off the qualification whereby you secured entry to training, viz:

- Received Council's Education Test Certificate [] Received Council's Letter of Exemption [] Received Council's permission to continue training commenced overseas/ elsewhere []

If you had on a previous occasion commenced training, state—

- (a) Name of the Hospital School of Nursing (b) Date of entry to the School referred to in (a) above (c) Date of termination of such training

Name the Programme of Training for which you are now making application for registration:

..... Signature of Applicant Full Permanent Postal Address

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 theday of19
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—

.....

.....

Secretary of Council

Date

FORM 2

Regulation 21(1).

Registration Fee Receipt

Registered Student

No

No.

THE NURSING COUNCIL OF TRINIDAD AND TOBAGO (Nurses and Midwives Registration 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".)

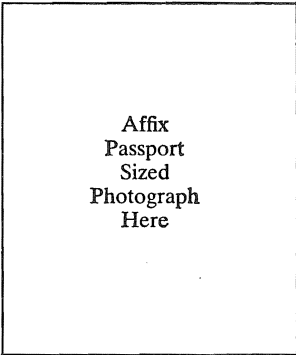
2. Other Name(s)

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.)

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 of19....

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

Regulation 40(2)(a).

THE NURSING COUNCIL OF TRINIDAD AND TOBAGO (Nurses and Midwives Registration Act)

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 Secretary, The Nursing Council of Trinidad and Tobago.

- (1) Surname (Block Letters)
(2) Other Name(s)
(3) Date of Birth
(4) State whether single, married or widow
(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
(c) having changed my name due to marriage subsequent to passing the qualifying Examination, I now present Certificate of Marriage in support of same
(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

(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

Regulation 40(2)(b).

FORM 4

THE NURSING COUNCIL OF TRINIDAD AND TOBAGO (Nurses and Midwives Registration Act)

AR/.....

Fees Paid \$..... Date

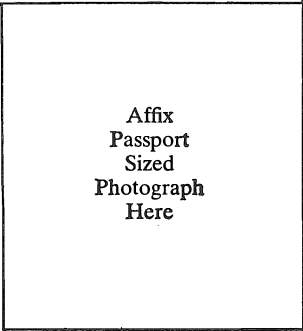
Form of Application for Admission to the Register of General Nurses (from Applicants trained Overseas)

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 here under to which I affix my signature are true and correct:



- 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 Name and Address of Training Institution— qualifications 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:

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 Education

Category of Basic Education (tick off)—

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

Regulation 40(4)(a).

FORM 5

Fee Rec. No:

THE NURSING COUNCIL OF TRINIDAD AND TOBAGO [Nurses and Midwives Registration 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 Secretary, 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

(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

Regulation 40(4)(b).

FORM 6

AR/.....

Fees
Rec. No.
Date

THE NURSING COUNCIL OF TRINIDAD AND TOBAGO
(Nurses and Midwives Registration 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—

Fromto

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 FromTo
 Certificate gained

Secondary FromTo
 *Certificate/Diploma gained

University FromTo
 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. 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

FORM 7

Regulation 46(1).

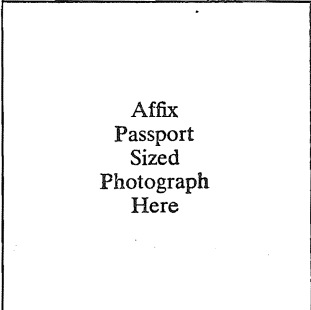
THE NURSING COUNCIL OF TRINIDAD AND TOBAGO (Nurses and Midwives Registration Act—Part V, Sec. 41(2)(a))

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 Widow
- 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 theday of19.....

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.

(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 she is a fit and proper person to assume the responsibilities of a Licensed Midwife.

Signature

Official Title

FORM 9

Regulation 64(2)(b).

THE NURSING COUNCIL OF TRINIDAD AND TOBAGO

(Nurses and Midwives Registration 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)

To: The Secretary,
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 Name2nd Name

3rd Name4th Name

If married, Maiden Name

Date of BirthDate of Marriage

Place of Birth

Nationality

Full Postal Permanent Address

.....

B. Professional qualifications

Name and Address of Institution of Training—

.....

.....

Period of Training—

FromTo

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: FromTo

Certificate gained:

Secondary: FromTo

*Certificate/Diploma gained:

.....

University: FromTo

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. Certificate, state number of Subject Passes gained)

.....

Regulation
69(1).

FORM 10

THE NURSING COUNCIL OF TRINIDAD AND TOBAGO
(*Nurses and Midwives Registration Act—Part IV*)

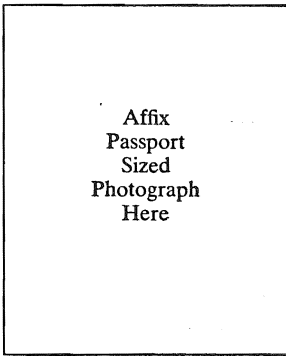
**Application for Entry into Council's Nursing Assistant
Training Courses**
(To be completed in Applicant's handwriting)

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 widow
- (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

(For Office Use Only)

Documents indicated receivedReceipt No

Certificate of Birth

Certificate of Marriage

Affidavit

Certificate of Baptism

Primary School Leaving Certificate ..

Testimonial(s)

Trainee registration number
.....

Application approved on
.....

Signature of Owner

.....
Secretary of Council

Regulation 79(2)(a).

FORM 11

THE NURSING COUNCIL OF TRINIDAD AND TOBAGO (Nurses and Midwives Registration 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 Secretary, 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 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—

fromto

in evidence of her/his completion of the prescribed experience and training.

Signature of Authority
Title
Date

FORM 12

Regulation 79(2)(b).

THE NURSING COUNCIL OF TRINIDAD AND TOBAGO (Nurses and Midwives Registration Act)

89 Frederick Street, Port-of-Spain Trinidad, Trinidad and Tobago, West Indies

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 Nurses and Midwives Registration 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:

PERSONAL INFORMATION

- (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 []

[Subsidiary]

Nurses and Midwives Registration Regulations

PROFESSIONAL EDUCATION

Name and Address of Hospital of Training

Training Programme— FromTo

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—

NumberDate 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)

onHer/his programme was completed on

Duration of programme

Type of programme

.....

Information on Centre of Training—

Bed Capacity

Average Occupation:	Male	Female	Children
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:

Date	Written	Oral	Practical
.....
.....
.....
.....

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

commencingto

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)		
.....			
.....			
.....			
Total Hours		Total Hours		

Total Experience (Theoretical and Practical)

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)

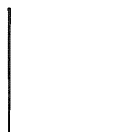
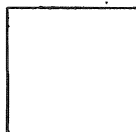
Occupation/Title

Address of Authority testifying
.....

Signature of Authority testifying

Date

Seal (or stamp)
of Training Centre:



*Delete where inapplicable

FIFTH SCHEDULE

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) functionwith 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.

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.

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) functionwith 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 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

- (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 reproductionInfection and modes of entry, methods of transmission,
prevention and control, method of destruction of
pathogenic bacteriaNatural 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 DiseasesRegulations governing communicable diseases—notification,
control, surveillance of contactsResponsibility 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
- (f) Unconsciousness
- (g) Poisoning
- (h) Drowning
- (i) Fits
- (j) Bites and Stings
- (k) Foreign Bodies.

} use
of
bandages
and
splints

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
 - psycho therapy
 - 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. Over-dose—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.

Regulation 50.

PART 3

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.

Ante-natal 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, com-
 pound 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 New-born 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 new-born)

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 sham-
pooing 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.

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
