PHC Patient Care Information Systems (PCIS)
Sunrise Clinical Manager (SCM)
Nursing Students and Instructor Access Request Form

**IMPORTANT INFORMATION**
Training is mandatory for all nursing students and instructors on their first placement at PHC facilities in order to receive access to the electronic patient chart for online orders, results and documentation.

**REGISTRATION FOR TRAINING**
- **Nursing Students – Preceptorship Placements** are required to complete 2 courses. Preceptorship students must register through Learning Hub (http://learninghubhelp.phsa.ca/) for the following courses:
  1. PHC PCIS 100N – SCM Nursing Basics
  2. PHC PICS 200N – SCM Nursing Order Entry *(Not required for Nurse Practitioner students)*

School Coordinators or instructors are to complete and submit this form to PCISsupport@providencehealth.bc.ca or fax to 604-875-4584

- **Nursing Students – Nonpreceptorship Placements** will need to create a Learning Hub (http://learninghubhelp.phsa.ca/) account but do not need to sign up for a course. School Coordinators or instructors are to submit date requests for training, along with this completed form, to PCISsupport@providencehealth.bc.ca or fax to 604-875-4584

Training is not required for returning nursing students and instructors; however this form MUST be submitted in order to reactivate your account as passwords expire at the end of each placement.

ALL fields are mandatory. Incomplete information will delay registration. Print legibly.

**INSTRUCTOR INFORMATION**

<table>
<thead>
<tr>
<th>Last Name</th>
<th>First Name</th>
<th>Middle Name Initial</th>
<th>School</th>
<th>Contact Number</th>
<th>Student Role / Program</th>
</tr>
</thead>
<tbody>
<tr>
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<td></td>
<td>RN/RPN, LPN, NP</td>
</tr>
<tr>
<td>Email Address</td>
<td>Placement Type</td>
<td></td>
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<td>Nonpreceptorship, Preceptorship</td>
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</tbody>
</table>

**STUDENT INFORMATION**

<table>
<thead>
<tr>
<th>Last Name</th>
<th>First Name</th>
<th>Middle Name Initial</th>
<th>PHC Site</th>
<th>Unit</th>
<th>Rotation Dates mm/dd/yy Start</th>
<th>Rotation Dates mm/dd/yy End</th>
<th>HSPnet # (for office use only)</th>
</tr>
</thead>
</table>

**For Office Use Only**
Group Date Booked:

Information Package Jun 2019.doc
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