



**PHC Patient Care Information Systems (PCIS)
Sunrise Clinical Manager (SCM)
Unit Coordinator Students Access Request Form**

IMPORTANT INFORMATION

Training is mandatory for all Unit Coordinator students on their first placement at PHC facilities in order to receive access to the electronic patient chart for online orders, results & documentation.

REGISTRATION FOR TRAINING

- **UC School Coordinators** are to complete this form and submit it to the Student UC Placement Coordinator and register the students for a three day orientation. Students will be required to bring a red pen, black pen & pencil.
 - Email: dshaw2@providencehealth.bc.ca or
 - Fax: 604-806-9854 Attention: Student UC Placement Coordinator

- **UC Students** will receive confirmation of training dates from their school coordinator and be required to register themselves into the “Acute Unit Coordinators PHC RS #023” course through Learning Hub (<https://learninghub.phsa.ca>) for those specified dates & times.

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

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

INSTRUCTOR INFORMATION

Last Name:	First Name:	Middle Initial :
UC School:		Contact Number:
Email Address:		

STUDENT INFORMATION

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

For Office Use Only:
Group Date Booked