

ANNEXURE F: Information that must be included in the memorandum of agreement between the respective Provincial Departments of Health/private hospitals and the Nursing Education Institution (NEIs)

Name of NEI

1. Name of clinical facility (ies) where students would be placed.
2. Type of facility (ies).
3. Name of programme(s).
4. Terms of Reference.
 - 4.1. The responsibilities of the NEIs;
 - 4.2. Clinical accompaniment of students by the NEI.
 - Full time/part time nurse educators/lecturers, clinical facilitators and preceptors employed/contracted.
 - If contracted nurse educators/lecturers, clinical facilitators and preceptors are rendering the service, indicate the number of hours spent per week with the students as per contract. Activities during accompaniment;
 - Names and qualifications of nurse educators/lecturers, clinical facilitators and preceptors;
 - Reference number(s) of the nurse educators/lecturers, clinical facilitators and preceptors;
 - 4.3. The responsibilities of the clinical facilities;
 - 4.4. The responsibilities of the students;
 - 4.5. Indemnity cover for students;
 - 4.6. Number of students per placement and per programme (per programme means on a twelve hour shift and refers to the same students without breaking a day/night into shift);
 - 4.7. Duration of placement; and
 - 4.8. Termination clause of the contract (including circumstances) between the NEI and the clinical facility (ies).
 - 4.9. Validity and renewal of the MOAs
5. Signatures of authorised persons and dates.
6. Official stamps of both institutions with dates.
7. Every page of the memorandum of agreement should be initialled by both parties and their witnesses.
8. NEIs placing students at the clinical facilities
 - 8.1. Programme; and
 - 8.2. Number of students per programme.
9. Official stamps of the respective provincial Department of Health and the NEI with signatures of the authority, witnesses and dates.