



**Nursing 121.2 (Intensive Community Nursing Experience)**  
**Second Semester AY 2023-2024**  
**Second Batch Rotation Period: 25 March - 24 May 2024**

**POLICIES AND GUIDELINES**

**I. Attendance**

- A. The whole duration of the N121.2 rotation is 8 weeks starting in the second half of the semester. In connection with this, **students are expected to stay in Cavite for a total of 6 weeks Tuesdays to Saturdays.**
- B. Students are expected to **maintain regular office hours** (Tuesdays-Fridays) while in the community. They should be ready to start working at 8:00 AM, have a lunch break at 12:00N - 1:00 PM, and resume working at 1:00 PM until 5:00 PM.
- C. A transportation service going to and from Cavite will be arranged by the students. They will leave at exactly 5:00 am every Tuesday from UP College of Nursing and leave at 6:00 am every Saturday from Cavite.
- D. Students are expected to sign in and out of the **attendance logbook** located at the Rural Health Unit and Barangay Health Station. An individual monitoring logbook will also be utilized to include the following: date, time in, place, name, and signature of barangay official/barangay health worker/ RHU Staff and time out. These are for strict compliance as these are mechanisms to monitor students' whereabouts and ensure their safety and security.
- E. If there are community activities that would require the presence of students outside the official duty hours, **a request letter for extension of duty** noted by the municipal health officer or barangay captain (indicating the purpose and objective) should be submitted to the faculty monitor and course coordinator.
- F. Absence due to COVID-19 or other valid health reasons is considered excused. However, as stated in the UP Manila Student Handbook, when the number of hours lost by the absence of a student reaches 20% of the hours of scheduled coursework, the student shall be dropped from the subject. If the majority of the absences are not excused, the student shall be given a grade of "5".

**II. Living in the Community**

- A. **Student houses** have been provided for students to live in during the intensive nursing experience in Cavite. Students are expected to:



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The Health Sciences Center

Sotejo Hall, Pedro Gil Street, Ermita, Manila 1000 Philippines  
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Email: upm-cn@up.edu.ph



- Give due respect and courtesy to other students/faculty who are staying with them. Be considerate and sensitive about other students' need for privacy, rest and silence in the student houses.
  - Inform faculty and UP CHDP community organizers of daily activities and whereabouts at all times.
  - Be in their respective homes at 7:00 PM unless there are official activities such as house calls or community meetings, in which case, the faculty, BHWs or barangay officials shall accompany them.
  - Participate regularly in daily household chores. Each student is responsible for maintaining the cleanliness and orderliness of the rooms provided for them. Students are also expected to take care of their personal belongings and valuables.
  - Respect the community traditions & practices.
  - Prepare their meals and make arrangements for the use of the kitchen and dining area. Food preparations and other errands (e.g. going to the market, etc.) should be done outside duty hours.
- B. During their stay in Cavite, each student will contribute the amount of **Php 500.00/week** for rental, water, electricity, and other cost of utilities as a result of their stay in the student houses. Each student is expected to turn in the money to the faculty-in-charge on or before the **FIRST DAY OF DEPLOYMENT**. The amount does not cover meals of the students during their stay in the community.
- C. Ask permission from the faculty and/or CHDP coordinator regarding the appliances that will be brought into the students' homes. This should be approved and coordinated with the community organizers and the house owners. **Students are NOT allowed to bring unnecessary electric-consuming appliances.**
- D. Each student must bring his/her bed linens, pillow, and pillowcases. Mattresses, sleeping bags, or comforters can also be brought as needed. Bring food and water containers, water tumblers, a fork, and a spoon. There will be occasions when students will be required to bring packed lunches.
- E. Bring clothes good for at least one week including well-pressed 2 pairs of CHN uniforms (according to the student handbook) and white scrub suits. Students are expected to wear decent and modest clothing during their stay in the community. Laundry of clothes and linens shall be the student's responsibility.
- F. Students must bring their own CHN bag complete with required contents such as masks, sterile gloves, sterile syringes and needles, scissors, tape, tongue depressor, sterile clamps, stethoscope and sphygmomanometer.
- G. Students must stay in their respective barangays **AT ALL TIMES** except when there are scheduled official activities in other areas of the town. Activities to be done outside their assigned barangay should be permitted by the faculty. Ask for advice from barangay officials



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regarding the safety and security status of areas that will be visited. As much as possible, BHWs or barangay officials should provide company. Report untoward incidents as soon as possible to barangay officials, faculty monitors, and CHDP community organizers.

- H. Leaving their respective barangays and towns for reasons other than official activities can be subject to disciplinary action and will be dealt with on a case-to-case basis upon discussion with the faculty monitor.
- I. Parents, relatives, friends and guests are NOT allowed to visit students during the community rotation. This is to maintain their professional image and disposition during their entire stay.
- J. Students are expected to observe proper decorum, wear their IDs, and to dress modestly at all times. Avoid using expensive jewellery, cell phones, and other gadgets while in the community.
- K. For safety and security reasons, students are also discouraged from posting their location and whereabouts on social media during their stay. This is to protect their privacy and that of their clients.
- L. CHDP Organizers are expected to give reports to the faculty monitors regarding problems, issues and concerns of students. There are regular meetings to discuss areas of concern from both students' and community partners' perspectives.

### III. **Transportation**

- A. A means of transportation is provided by the municipality for the students to go around their assigned town/ barangay. This is free of charge. However, there might be instances when they need to go to their assigned barangays on their own and at their own expense to be able to arrive on time when there are scheduled duties/ meetings/ programs.
- B. Students are prohibited from riding motorcycles, scooters, or other private/unofficial barangay vehicles. They are neither allowed to be brought to/fetched from their assigned barangays nor bring private vehicles into the community.
- C. They are also discouraged from going around the community alone. They should do home visits as a group/ in pairs for safety and security reasons.
- D. The UPCN van will be available for the use of the faculty in going around the four (4) towns. This vehicle will also be used in case of emergency.



#### IV. COVID-19 Safety Protocols and Guidelines

- A. The prevailing minimum public health standards combined with the clinical and public/community health understanding of COVID-19 disease prevention, infection, treatment and control will all be used for the rotation decisions and actions that will involve the student nurses.
- B. Active case finding and monitoring will be facilitated by the collaborative efforts of the faculty and community organizers in charge of each group/town as well as the vigilance of each group Student Safety Officer (SSO).
- C. The SSOs will report to the Course Coordinator (acting as overall rotation safety officer) two times a day (7AM and 7PM) regarding the status of their group/town mates while in the rotation.
- Twice daily Reporting:
    - 7AM report - consists of COVID-19 symptomatology (if any), general wellness of group/town mates.
    - 7PM report - consists of COVID-19 symptomatology (if any), general wellness of group/town mates. An accounting of potential COVID-19 exposure (if any) is also included, with subsequent assessment and decision/action points as warranted by the particular event/situation/context.
- D. Students are expected to report ANY SYMPTOM whether it is COVID-19 related or not as well as if it is associated with a chronic condition. In terms of potential COVID-19 exposures, incidents involving close contact/exposures to COVID-19 suspects, probable and confirmed cases are to be reported.
- SSOs are encouraged to report notifiable incidents in (or near) real-time as much as possible to ensure timely decision-making depending on the case/incident. The SSO need not wait for the 7 AM/7 PM regular reporting times before sharing incidents that they deem urgent/emergent. Thus, the SSO is also expected to exercise their clinical judgment in the process. However, they are also reminded that whenever they have even the least bit of doubt, they should refer to the course authorities at the soonest possible time.
  - Depending on the urgency of the incident, SSOs are enjoined to advocate for their teammates. As such, if there is no response from any rotation person of authority (course coordinator, town faculty preceptor, CO, etc.) within a reasonable period, the SSO is asked to seek out guidance in a more active manner (call blockmates who may be with the course coordinator, etc.)
  - Subsequent decisions and actions will depend on the result of the assessment of the report/reportable incident as covered by the rest of these rotation guidelines.



- E. Students are **ABSOLUTELY PROHIBITED** from engaging in the following community activities:
- Emergency and “outside office hours” consultations/activities
  - INTERtown public transportation
  - Patient conduction (both emergency and non-emergency) within and outside the town
  - Town hopping or travel outside MAGNAMARTE town of assignment during the deployment
  - Barangay hopping (unsupervised/outside of agreed upon scope of work)
  - Social visits in community residents’ homes (including barangay/municipal officials’ office parties, etc.) where it is reasonable to assume that there is a high probability of a mass gathering occurring
  - Unsupervised and unsanctioned movement within the town/barangays particularly outside of official work hours or activities
  - Alcoholic beverage consumption (whether at students’ housing or socially)
  - Unsupervised and/or unsanctioned visits to local tourism spots (or other similar venues/places) in the town of assignment like resorts, rivers/lakes, waterfalls, mountains, etc. where minimum public health standards are near impossible to implement
- F. Students are enjoined to wear at least surgical masks at all times even while they are in their designated staff housing. Mindfulness has to be the default state if masks will have to be removed for any purpose.
- G. Student nurses should be in the appropriate PPE (Level 2.0 PPE or higher) the whole time that they are working at the BHS/ RHU and within the community. Physical distancing, adequate ventilation, minimizing of physical interaction times and other minimum public health standards shall be maintained AND championed at all times.
- The minimum public health standards will serve as guiding principles for governing activities like meals, break times, co-worker socializing, etc. at the BHS level.
  - For community level activities/work such as meetings, key informant interviews, FGDs, stakeholder engagement and “pakikipamuhay”, minimum public health standards will always be followed and will be used to “modify” such activities/work in the context of the COVID-19 pandemic.
- H. Rapid antigen tests for COVID-19 are available at the LGU level and this will be made accessible to the students to help in the management of their cases as needed.
- I. Those who will require isolation/quarantine will be given possible options for doing so:
- a. Students’ house if the circumstances will allow such (minimum requirement: separate room, bath and toilet for the intern and housing allows for adequate physical distancing from other townmates)



- i. This will only be offered to those who are asymptomatic AND assessed as low risk exposures
- b. MAGNAMARTE LGU Temporary Treatment and Monitoring Facility (TTMF) depending on the availability of such facilities as well as the protocols followed by the LGUs for their use.
- c. Quarantine/isolation in the student's home/condominium/apartment unit (as long as the minimum requirements for such are met: separate room, bath and toilet for the intern and housing allows for adequate physical distancing from other people in the house) as indicated in the COVID-19 plan.

\*\*\*Given the proper coordination and planning, the UP CHDP is committing its resources to transport students as needed from MAGNAMARTE to PGH (for testing) and to their subsequent quarantine/isolation facilities within Metro Manila.

#### V. In Case of Illness or Emergency Situations

- A. Students must immediately inform faculty monitor and/or UP-CHDP faculty and staff in case of illness or emergency. Send communication in the fastest way possible.
  - N121.2 Course Coordinator: **Asst. Prof. Mary Abigail Hernandez** - 09177927203
  - N121.2 Faculty Monitor: **Asst. Prof. Maria Angela Mabale** – 09985326714
  - UP CHDP Director: **Dr. Anthony Cordero** - 09293497152
  - CHDP Community Organizers
- B. Be knowledgeable about the disaster response protocol of the municipality and barangay according to the Municipal Disaster Risk Reduction and Management Office (MDRRMO). They are also expected to participate in simulations/drills in the barangay whenever applicable.
- C. In the event of any disaster situation, students should stay in their student homes and wait for the faculty/CHDP coordinators to fetch them once it is already safe to travel. This is also applicable during times when there is no electricity or communication line available.
- D. In case it is not safe to stay in the student houses, students will go to the nearest evacuation center. This is to ensure that the student will be in a safe place with enough basic needs. Also, the faculty will be able to easily find the students.
- E. If the disaster situation happens when the student is outside the barangay (RHU duty/ group meetings in the Poblacion), students will go to the Rural Health Unit and stay there until the rescue vehicle arrives.
- F. Wear their IDs AT ALL TIMES and be ready with the GO BAG complete with food, survival kit, medicines, personal protective equipment, first aid kit, tech equipment, clothing and beddings.



**Nursing 121.2 (Intensive Community Nursing Experience)  
 Second Semester, Academic Year 2023-2024**

**AGREEMENT\***

I, \_\_\_\_\_, have read fully and understood well the Nursing 121.2 Course Syllabus and Student Policies and Guidelines of the 8-week intensive community nursing experience for nursing students.

I promise to abide by the policies and guidelines herein stated to maximize the Intensive Community Health Nursing Experience while promoting safety and security not only for me but also that of my classmates and faculty monitor while in the field.

As a student of the University of the Philippines, I am also expected to act ethically and uphold the value of honor and excellence. Any suspected misconduct during the course Nursing 121.2 will be reported to the appropriate office and if established, will result in disciplinary action in accordance with University rules, policies, and procedures.

\_\_\_\_\_  
 (Student's Signature over Printed Name)

\_\_\_\_\_  
 (Student Number)

\_\_\_\_\_  
 (Parent's/Guardian's Signature over Printed Name)

\_\_\_\_\_  
 (Date)

*\*Submit Notarized copy*