

## Undergraduate Nursing Employee Frequently Asked Questions

### 1. What is an undergraduate nursing employee (UNE)?

A UNE is an employee who must be a nursing student enrolled in an accredited nursing program to be eligible for employment. The UNE works in a health care setting under the supervision of a Registered Nurse (RN) or Registered Psychiatric Nurse (RPN).

### 2. What are the minimum qualifications that are necessary to be a UNE?

The UNE must meet the minimum qualifications listed in the [Undergraduate Nursing Employee \(UNE\) Provincial Description](#) which include:

- Current enrollment in an approved nursing education program leading to initial entry to practice as a registered nurse or registered psychiatric nurse;
- Completed a minimum of 450 hours of clinical practice in an approved nursing education program leading to initial entry to practice as a registered nurse or registered psychiatric nurse; and
- Current Health Care Provider level (C) CPR.

UNEs applying for high acuity practice areas or specialty areas within AHS may require experience specific to the 450 hours of clinical practice. i.e. Student has completed 2 Medical/Surgical rotations successfully (this would count as hours toward the 450 hour requirement). This potential requirement is at the discretion of the Manager within the Alberta Health Services practice environment. Please see the [Undergraduate Nursing Employee \(UNE\) Provincial Description](#) for further requirements.

### 3. What documentation will be required prior to starting a UNE position?

- Active enrolment verification;
- Valid CPR Registration (Level C);
- [UNE Clinical Hours Confirmation form](#) (with a minimum of 450 clinical hours worked);
- Minimum of two clear reference checks;
- Immunization Record in accordance to Workplace Health & Safety requirements; and
- Police Information Check including Vulnerable Sector Search, dated no earlier than ninety (90) days prior to commencement of employment.

### 4. How can I apply?

- To apply for current UNE postings, please visit the [AHS Careers website](#)
- In the search field, use the keywords 'UNE' or 'Student'

### 5. If I need assistance who can I contact?

If you have any questions in regard to undergraduate nursing employee positions at Alberta Health Services, please contact *Student Engagement & Employment* at [student.strategies@albertahealthservices.ca](mailto:student.strategies@albertahealthservices.ca).