

Statutory Instrument No. 96 of 1969

THE NURSES AND MIDWIVES LAW, 1964

**THE GENERAL NURSES (TRAINING, EXAMINATION AND
STUDENT REGISTRATION) RULES, 1969**

(Published on the 3rd October, 1969)

In the exercise of the powers vested in it by the Agreement entered into in May 1967, by the Governments of Lesotho, Botswana and Swaziland, in terms of section 3 of the Nurses and Midwives Act, 1966 (No. 8 of 1966), of Lesotho, by section 6 of the Nurses and Midwives Law, 1964 (No. 43 of 1964), of Botswana, and by section 6 of the Nurses and Midwives Law, 1965 (No. 16 of 1965), of Swaziland, the Lesotho, Botswana and Swaziland Nursing Examination Board, with the approval of the responsible Minister in each of the three States, has made the following rules —

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PART I
PRELIMINARY

Citation

1. These Rules may be cited as the General Nurses (Training, Examination and Student Registration) Rules, 1969.

PART II
TRAINING

Schools of Nursing, Nursing Colleges and Training Schools

2. (1) No school of nursing shall be approved by the Board unless:

(a) it consists of —

- (i) a nursing college approved by the Board which provides for the proper education and training of student nurses in the theoretical and practical aspects of nursing for specified periods during their course of training; and
- (ii) a training school comprising an affiliated hospital or group of hospitals which has been approved by the Board as forming part of the school of nursing; and
- (b) a person who is registered as a general nurse has been designated as the person in charge of such school of nursing, or the matron of each hospital which has been approved as forming part of the school of nursing has been designated as being responsible for all aspects of the training of student nurses attached to such hospital.

(2) No institution shall be approved by the Board as a nursing college unless it complies with the requirements specified in the First Schedule hereto.

(3) No training school shall be approved by the Board unless it consists of one or more hospitals approved by the Board in which male and female persons are treated and which, in the opinion of the Board, is competent through the quality and extent of the material available and the instruction given thereat to train candidates for admission to its register of nurses.

(4) No hospital or group of hospitals shall be approved by the Board as a training school, unless it complies with the requirements specified in the Second Schedule hereto:

Provided that the Board may, in its discretion, approve a hospital as a training school for such limited period or upon such other conditions as it may determine although such hospital does not comply with one or more of the said requirements if the hospital makes application to the Board and proves to the satisfaction of the Board that it can in all other respects provide adequate facilities for the proper training of student nurses.

(5) In the event of a school of nursing, a nursing college, or a training school, which has been approved by the Board, being found on investigation not to comply in any material respect with any of the requirements relating thereto specified in the relevant Schedule referred to in this rule, or for any reason not to conduct the training of student nurses satisfactorily, the Board shall have power to withdraw its approval.

Requirements for Admission to Training

3. No person shall be admitted for training to a school of nursing or to a nursing college or to a training school unless such school or college be approved in terms of these rules and unless she submits to the person in charge of the school of nursing, nursing college or training school concerned —

(a) an educational certificate stating —

(i) that the candidate has passed in the Junior Certificate examination or another examination which in the opinion of the Board is equivalent thereto and which includes as subjects English and, in addition, Arithmetic or Commercial Arithmetic or Mathematics; or

(ii) that she has passed the Board's examination, or an examination recognised by the Board as its equivalent, as a midwife or as a psychiatric or mental trained nurse, or as an Auxiliary/Enrolled Nurse with a 50% pass in the Auxiliary/Enrolled Nurse Final Examination, in which last-mentioned case, a recommendation from the Matron of her hospital shall be submitted through her country's Nursing Council;

(b) a certificate of good health;

(c) a certificate of good character signed by two responsible persons to the satisfaction of the school or college concerned;

(d) evidence to the satisfaction of the Board that she has attained the age of 17 years and 6 months;

Provided that the Board shall power to grant exemption from any or all of the requirements mentioned in paragraph (a) hereof.

(Note: Attention is directed to rule 16 regarding admission to the register of student nurses, in terms of which —

No person shall be admitted to the register of student nurses unless such person has been admitted for training under rule 3 and has applied within twelve weeks after the commencement of such training for registration as a student nurse. Where such application is made after twelve weeks, the date of commencement of training shall be deemed to have been twelve weeks

prior to the date of such application. Registration of student nurses shall be free).

Period of Training

4. (1) Subject to the provisions of sub-rules (4), (5) and (6), training shall be continuous.

(2) Except as otherwise provided the period of training shall be four years.

(3) A student shall be allowed at least one day off duty per week when in training on day duty, and at least one night off duty per week when in training on night duty.

(4) (a) A student shall be granted vacation leave of absence to the rate of 30 days per year, totalling 120 days leave in all for four years of training; and

(b) for a period training of less than four years, leave shall be proportionately calculated.

(5) (a) A student may be granted sick leave calculated at the rate of 30 days for four years of training and a proportionate number of days in a lesser period of training. Sick leave may be granted at any time during the prescribed period of training.

(b) Additional sick leave may be granted to a student who shall, however, undergo supplementary training for a period equivalent to that of such additional sick leave so that the prescribed period of training is completed.

(c) If the overall period of sick leave exceeds 180 days, the student shall, unless the Board determines otherwise, in addition to undergoing supplementary training as provided in paragraph (b), undergo an extension of training equal to one half of the period of sick leave in excess of the period permitted in terms of paragraph (a).

(6) (a) No recognition of previous training shall be granted if a break in training occurs before the completion of at least six months of the prescribed period of training, unless the Board determines otherwise.

(b) No recognition of previous training shall be granted if there is more than one break in training, unless the Board determines otherwise.

(c) The period of any break in training shall be made up by an equivalent period of supplementary training so that the prescribed period of training is completed. If a break exceeds a period of six months, the student shall in addition to the prescribed period of supplementary training, undergo an extension of training for a period equal to one half of the period of such break, unless the Board determines otherwise.

(d) For the purpose of this sub-rule, the expression "break in training" shall mean the absence of a student from her school of nursing, nursing college or training school otherwise than in accordance with sub-rules (3), (4) or (5).

(7) The person in charge of a school or nursing, or the matron responsible for student training at a hospital comprised in a training school, shall notify the Board forthwith if a student's training at such school of nursing or training school is terminated for any reason whatsoever and if the student is permitted to resume training shall lodge with the Board an application for the re-registration of the student within six weeks after the date of such resumption.

Exemptions from Training and Examinations

5. (1) A student who is a registered sick children's nurse on the date of commencement of training —

- (a) is exempted from eighteen months of the prescribed period of training;
- (b) is exempted from the First Professional Examination; and
- (c) shall undergo no training in paediatric nursing.

(2) A student who is a registered midwife on the date of commencement of training —

- (a) is exempted from six months training:

Provided that if her course of training in midwifery extended over a prescribed period of at least eighteen months she shall be exempted from nine months of training;

- (b) is exempted from the First Professional Examination if she has passed in the First Professional Examination for general nurses and midwives; and
- (c) shall undergo no training in obstetrical nursing.

(3) A student who is a registered mental nurse or a registered nurse for mental defectives on the date of commencement of training —

- (a) is exempted from one year of the prescribed period of training; and
- (b) may be admitted to the First Professional Examination after completion of at least six months of training.

(4) A student who is a registered psychiatric nurse on the date of commencement of training —

- (a) is exempted from eighteen months of the prescribed period of training;
- (b) is exempted from the First Professional Examination; and
- (c) is exempted from three months of the minimum period of training to be undergone in general medical nursing.

(5) A student who is an enrolled/auxiliary nurse on the date of commencement of training —

- (a) is exempted from six months of the prescribed period of training; and
- (b) may be admitted to the First Professional Examination after completion of at least six months of training.

(6) The Board may grant such other exemptions as it may deem fit.

Lectures, Demonstrations and Practical Training

6. (1) Except as otherwise provided, every student shall attend a complete course of lectures and demonstrations covering all subjects prescribed in the Syllabus in the Third Schedule.

(2) All lecturers and demonstrators shall possess qualifications approved of by the Board.

(3) A student registered at a training school approved in association with a nursing college, may attend at the nursing college for not more than six months during her first

year of training and four months during her successive years of training, which periods need not be continuous.

(4) Except as otherwise provided in rule 5, every student shall receive instruction in, and shall carry out, all the nursing procedures prescribed in the Syllabus in the Third Schedule, and shall undergo practical training in each of the following periods, which need not be continuous —

Male Medical	12 weeks
Male Surgical	12 weeks
Female Medical	12 weeks
Female Surgical	12 weeks
Gynaecology	12 weeks
Paediatric	12 weeks
Casualty and/or O.P.D.	4 weeks
Theatre	8 weeks
Infectious Diseases	4 weeks

Where there is only one ward combining medical and surgical cases, or medical, surgical and gynaecological cases, these periods of experience may be combined, e.g. where there is one male ward, the nurse must complete a minimum period of 24 weeks in that ward, or where there is a female ward combining medical, surgical and gynaecological cases, the nurse must complete a minimum period of 36 weeks in that ward. The remainder of the time required to make up the prescribed period of training shall be allocated at the discretion of the person in charge of the training school.

(5) Every student nurse who is undergoing her training in a school of nursing shall attend all the demonstrations contained in the Record of Practical Instruction and Experience for the Certificate of General Nursing, in terms of Sections 1 and 2 thereof.

Syllabus

7. The Syllabus shall be as prescribed in the Third Schedule.

PART III

EXAMINATIONS

Examinations

8. (1) The examinations shall consist of two examinations during the course of training for General Nurses, namely —

- (a) The First Professional Examination;
- (b) The Final Professional Examination.

The First Professional Examination

9. (1) The First Professional Examination may be taken on completion of nine months of training, provided the student has —

- (a) completed the prescribed lectures on the following subjects —

The Natural Sciences;

The Biological Sciences;

The History of Nursing;

(b) completed the lectures and demonstrations on the Science and Art of Nursing covered in Section 1 of the Record of Practical Instruction and Experience for the Certificate of General Nursing;

(c) passed the Examination in First Aid, conducted by an approved First Aid Organisation or a Registered Medical Practitioner.

(2) (a) The First Professional Examination shall consist of two sections —

(i) a written paper of three hours' duration covering the following subjects —

The Natural Sciences;

The Biological Sciences;

The History of Nursing;

(ii) a practical examination of 30 minutes' duration conducted by the training school which shall include a test in practical nursing conducted by a Registered General Nurse.

(b) Each section will be marked out of 100 marks and 50% of the marks will be considered as a pass mark. Anything below 50% will be deemed a failure.

(c) A student who fails in either section will be required to re-sit the whole examination again. Candidates will not be allowed to have more than two attempts to sit the First Professional Examination.

The Final Professional Examination

10. (1) The Final Professional Examination may be written on completion of 42 months of training provided that the student has —

(a) completed the prescribed lectures on the following subjects —

The Social Sciences;

Basic Pharmacology;

Dietetics;

The Lying-in Woman and the Newborn;

Medical, Surgical, Gynaecological, Paediatric and Geriatric Health;

Conditions in relation to all parts of the Body;

Therapeutic Procedures;

Operating Theatre Technique and Principles of Anaesthetics;

Preventive and Promotive Health, including Principles and Technique of Health Education;

Content of Science Principles applied to the Art of Nursing and Special Nursing Skills;

Principles of Professional Practice;

Ward Management and Teaching;

Disaster Nursing;

(b) received the applied teaching in the Science and Art of Nursing covered in the Syllabus in the Third Schedule and undergone the clinical experience prescribed in rule 6 (4);

(c) had not more than 30 days' sick leave during the course, and not more than 30 days' leave per year during the course.

(2) (a) The Final Professional Examination shall consist of three parts —

(i) A written part comprising —

(A) a written paper of 3 hours' duration on Medicine and Medical Nursing including Paediatrics;

(B) a written paper of 3 hours' duration on Surgery and Surgical Nursing, including Gynaecology;

(C) a written paper of 2 hours' duration on Preventive and Promotive Health, including Health Education.

These papers will cover all clinical subjects in the Syllabus in the Third Schedule.

(ii) An oral and practical examination of approximately one hour's duration on the Principles of Professional Practice, and Practical Nursing Procedures.

(iii) An oral examination of approximately 30 minutes' duration on Ward Administration and Teaching conducted by a Registered General Nurse attached to the training school concerned.

(b) Each paper in part (i) and each of parts (ii) and (iii) will be marked out of 100 marks and 50% of the marks will be considered as a pass mark. Any marks below 50% will be deemed a failure.

(c) The candidate is required to pass in each paper in part (i) and in each of parts (ii) and (iii) with a minimum of 50%.

(d) On failure to pass the entire examination at the first attempt the candidate may be credited with the part of the examination in which she has passed. All credits are lost after failing a second time. After the second attempt the candidate must have had six months' further training and revision in the prescribed subjects for the examination before re-admission to the examination.

(e) Failure in the examination after completion of the said six months' further training and revision shall debar the candidate from further entry to the examination.

Classification of Successful Candidates

11. (1) Successful candidates shall be shown as having "passed", "passed with merit" or "passed with honours".

(a) In order to pass with merit in the First Professional Examination a candidate shall be required to obtain at least 65% of the maximum marks in the written part and the practical part of the examination. In order to pass with merit in the Final Professional Examination a candidate shall be required to obtain at least 65% of the maximum marks for each paper in part (i) and for each of parts (ii) and (iii).

(2) In order to pass with honours in the First Professional Examination a candidate shall be required to obtain at least 75% of the maximum marks in the written part and the practical part of the examination. In order to pass with honours in the Final Professional Examination a candidate shall be required to obtain at least 75% of the maximum marks for each paper in part (I) and for each of parts (ii) and (iii).

(3) Save as provided in sub-rule (1), candidates will not be placed in order of merit and no information in regard to the marks or places of candidates shall be given except in connection with a prize or award approved of by the Board. In the case of an unsuccessful candidate the school of nursing concerned may, however, be advised in what part of the examination such candidate failed to satisfy the examiners.

Dates of Examinations, Applications for Admission and Re-admission and Examination Fees

12. (1) The person in charge of a school of nursing shall notify the Board immediately, giving reasons, if a student becomes ineligible for admission or re-admission to an examination subsequent to the lodging of an application in terms of this rule.

(2) The First Professional Examination and the Final Professional Examination shall be held in May and November and applications for admission and re-admission shall be lodged with the Registrar on or before the 30th March and 30th September respectively.

(3) The following fees shall be payable to the Board by a candidate for examination —

(a) First Professional Examination	R2.00
Re-examination	R2.00
(b) Final Professional Examination	R6.00
Re-examination	R6.00

(4) An application lodged after the prescribed date for the lodging of applications for admission and re-admission to an examination shall be accepted provided it is lodged not more than seven days after the prescribed date and provided payment of an additional fee of R2.00 is made.

(5) An application lodged more than seven days after the prescribed date for the lodging of applications for admission and re-admission to an examination, shall not be accepted.

Examination Centres

13. The examination of a student shall be held in the training school which she is attending:

Provided that the Board may determine that a practical examination shall take place elsewhere than in the wards of the training school which the student is attending.

Examiners and Moderators

14. (1) Examiners and Moderators shall be appointed by the Board.

(2) Examiners and Moderators, who need not be members of the Board, shall conform to such rules as may from time to time be made for the conduct of the examinations, and shall receive remuneration at such rates as may be fixed by the Board.

Re-assessment of Examination Answers

15. (1) Any candidate at a written examination may, upon payment of a sum of six rand (R6.00), apply to have her answers re-assessed.

(2) An application for re-assessment of a candidate's answers shall be submitted in writing, and shall be submitted so as to reach the Registrar within thirty days after the date on which the results of the examination concerned were published.

(3) The re-assessment of candidates' answers shall be done by the moderators appointed for the examination in question, or by such other person or persons as may be appointed by the Board for the purpose.

(4) The marks allocated to a candidate upon re-assessment of her answers shall be final and binding.

(5) The fee of R6.00 paid in respect of an application for the re-assessment of a candidate's answers shall not be refunded to the candidate whatever the result of the re-assessment may be.

PART IV

REGISTER

Admission to Register of Student Nurses

16. No person shall be admitted to the register of student nurses unless such person has been admitted for training under rule 3 and has applied within twelve weeks after the commencement of such training for registration as a student nurse. Where such application is made after twelve weeks, the date of commencement of training shall be deemed to have been twelve weeks prior to the date of such application. Registration of Student Nurses shall be free.

PART V

INSPECTIONS

Right to Inspect and Call for Information

17. The Board, or a person deputed by the Board for the purpose, shall have the right to inspect a nursing college or a training school at any time and to call for such information as may be deemed necessary.

FIRST SCHEDULE

(Rule 2)

REQUIREMENTS FOR THE APPROVAL OF A NURSING COLLEGE FORMING PART OF A SCHOOL OF NURSING

A nursing college may be approved as forming part of a school of nursing if it complies with the following requirements:—

(1) The training of students in a college shall be conducted in conjunction with an approved hospital or group of hospitals; arrangements shall be made for the transfer of students between such college and its associated approved hospitals for such periods as may be prescribed by the Board from time to time.

(2) The person in charge of a college shall be a registered general nurse and midwife and should preferably hold a Sister Tutor's qualification recognised by the Board.

(3) Not more than 25 students shall be in attendance at a College at any particular time in proportion to every full-time member of the teaching staff of such college unless the Board determines otherwise.

(4) The instruction of students in subjects other than the theory and practice of nursing shall include lectures by medical practitioner and other persons who have a specialised knowledge of the particular subject and who may be appointed to the staff of a college in a part-time capacity.

(5) Every member of the teaching staff, whether full-time or part-time, shall possess qualifications and experience approved by the Board.

(6) While in attendance at a nursing college students shall be required to attend, to the satisfaction of the Board, lectures and demonstrations and to study under supervision of a member of the teaching staff.

(7) Provision shall be made in a college for satisfactory accommodation for lectures and demonstrations and the necessary equipment and models for the proper instruction of students shall be available. Such accommodation and equipment shall be subject to the approval of the Board.

(8) Provision shall be made for students to be satisfactorily housed and fed while in attendance at the college.

SECOND SCHEDULE

(Rule 2)

REQUIREMENTS FOR THE APPROVAL OF A HOSPITAL OR GROUP OF HOSPITALS AS A TRAINING SCHOOL FORMING PART OF A SCHOOL OF NURSING

No hospital or group of hospitals shall be approved as a training school forming part of a school of nursing unless it complies with the following requirements:—

(1) Proof shall be furnished to the satisfaction of the Board that in the said hospital or group of hospitals —

(a) a sufficient number and variety of medical and surgical cases (male, female and children) are available to furnish material for the adequate training of student nurses;

(b) facilities are available for the adequate training of students in all the subjects prescribed in the Syllabus.

(2) Student nurses shall be treated as students and their training shall normally receive precedence over any other duties that may be required to be performed by them.

(3) All members of the nursing staff who take part in the training of student nurses, shall have their qualifications and experience approved by the Board.

(4) If the institution has a board of management, at least one medical practitioner shall be a member of the board.

(5) The matron of a hospital shall be responsible for the training of student nurses in her hospital and, if so required by the Board, in other hospitals within the group.

(6) Student nurses shall be required to be on duty for not less than 40 hours per week:

Provided that a student nurse shall not normally be required to be on duty for more than 8 hours a day when on day duty.

(7) The granting of days and nights off duty, of vacation leave and sick leave shall be in conformity with rule 4(3), (4) and (5).

(8) Student nurses shall not be required to be on night duty for more than a total period of 12 months during their course of training, or for more than 3 months in any period of 12 months.

(9) Student nurses shall be housed and fed to the satisfaction of the Board.

(10) Student nurses shall be medically examined, which examination shall include X-ray of the chest, upon admission to training and at least once in every year thereafter.

(11) Every hospital shall permit student nurses to be transferred to the nursing college and to other hospitals in the school of nursing for such periods in their course of training as may be determined by the Board from time to time.

(12) Not more than four student nurses shall be accepted in proportion to each registered general nurse normally employed on the staff of the hospital.

(13) The courses of lectures and demonstrations shall be so arranged that student nurses may present themselves for the final examination when they have completed three and a half years' training.

(14) A member of the medical staff shall visit the hospital daily and, in the case of a group of hospitals, a member of the medical staff shall visit each such hospital daily.

THIRD SCHEDULE

(Rules 6, 7 and 10)

THE SYLLABUS FOR GENERAL NURSE TRAINING

In addition to the formal lectures listed below, applied teaching shall be given in each subject.

1. Basic Sciences

(1) Social Sciences

An introduction to Man; Man as a biological, as a human and as a social being. Nursing as a service by man for man.

Sociology: Basic principles of social relationships. Factors and forces which determine the distribution of people and institutions; individual and population problems. Social interaction – all in relation to health.

15 lectures

Psychology: Human development. Human behaviour, including motivation, emotions and the concept of personality. Frustrations. Conflict. Defence mechanisms. Failure of adjustment. Maintaining the vital balance. Psycho-somatic medicine.

15 to 20 lectures

(2) *Natural Sciences*

Basic physics:

- (i) Scientific measurement and metric system; length, mass, weight, density, energy, work and time. Conversions.
- (ii) Physical elements; Molecule, mechanics, sound, heat, magnetism, electricity, light, X-rays, pressures.

Basic Chemistry:

- (i) Basic organic chemistry.
- (ii) Basic inorganic chemistry.
- (iii) Reactions.

20 lectures

(3) *Biological Sciences*

Anatomy. Physiology.

80 lectures

Basic microbiology and parasitology.

20 lectures

2. Science and Art of Nursing

(1) *History of Nursing*

A short outline of nursing history from primitive times to the present day, with some reference to the nursing history of the country in which the school is situated.

Objectives of Nursing.

8 lectures

(2) *First Aid*

12 lectures

12 Practical Demonstrations.

(3) *Basic Pharmacology*

20 lectures

(4) *Dietetics*

- (a) Nutrition in relation to the health needs of the community.

Health Education technique.

25 lectures

- (b) Diet Therapy.

12 lectures

6 Practical Demonstrations.

- (5) *The Lying-in Woman and the Newborn*
6 lectures
- (6) *Medical and Geriatric Health Conditions in relation to all Systems, of the Body*
80 lectures, plus 20 Doctors' lectures
Surgical Conditions in relation to all Systems of the Body. Therapeutic Procedures; Operating Theatre Technique and Principles of Anaesthetics
60 lectures, plus 20 Doctors' lectures.
- (7) *Gynaecology*
15 lectures, plus 5 Doctors' lectures.
- (8) *Paediatrics*
20 lectures, plus 5 Doctors' lectures.
- (9) *Preventive and Promotive Health, including Principles and Techniques of Health Education*
40 lectures, plus 10 Doctors' lectures.
- (10) *Content of Science Principles applied to the Art of Nursing and Special Nursing Skills*
The scientific principles underlying all nursing procedures. Observation. Procedure. Recording. Communication. Special diagnostic and therapeutic skills.
100 lectures.
- (11) *Principles of Professional Practice*
The ethical basis of nursing. The conduct of professional practice. The Nursing Act and the regulations regarding the conduct of registered nurses which shall constitute improper or disgraceful conduct. Personal and professional responsibilities of a registered person.
- (12) *Ward Management and Teaching*
30 lectures
- (13) *Disaster Nursing*
10 lectures
- (14) *Practical Instruction*
Practical Instruction shall be carried out as detailed in the Record of Practical Instruction and Experience for the Certificate of General Nursing issued by the Nursing Examination Board of Botswana, Lesotho and Swaziland.

C.M. ARMSTRONG,
Acting Permanent Secretary

Ministry of Education, Health and Labour,
GABORONE.
18th September, 1969.