

PRACTICE EDUCATION GUIDELINES AND STANDARDS

GLOSSARY

JANUARY 2025

Introduction

This document provides definitions for terms and phrases included in the **British Columbia (BC) Practice Education Guideline and Standards (PEGS)**. The PEGS provide BC **Health Care Organizations (HCOs)** and **BC Post-Secondary Institutions (PSIs)** direction for working together to plan and direct **Student Practice Education** for all healthcare disciplines in BC. The PEGS apply to a broad range of disciplines in diverse organizational contexts across the province.

Each defined term or phrase includes a definition, source, and revision date. Several terms that apply across all PEGS were updated in January 2025. More topic-specific terms will be updated as each PEGS undergoes review in 2025-2026.

2025

Definition updated in January 2025

2021

Definition updated in 2021 during last PEGS revision. (Note: some source links have been updated when converting the previous PEGS Terms and Abbreviations documents to this new format)

When possible, terms used in the PEGS are defined using provincial and national sources, such as BC legislation, ministerial documents, definitions from other provincial or national programs. When a provincial or national definition is not available, the definition is developed with input from the **BC Student Practice Education Network**, which consists of representation from the Ministries of Health and Post Secondary Education and Future Skills, PSIs and HCOs.

Terms and Abbreviations

Term	Definition	Revision Date
Academic Works	"Works created and submitted by students for evaluation in accordance with course and program requirements, including master's and doctoral theses" (University of Waterloo, 2020)	2021

OVERVIEW

Any words or phrases **bolded** in the BC Practice Education Guideline and Standards are defined in this document. Visit the [BC Student Practice Education website](#) to view the full complement of PEGS and related information.

Term	Definition	Revision Date
	Includes quizzes, essays, reports, film, video, photographs, artistic projects, and any other assignments	
Aerosol-Generating Medical Procedure/Test	"Aerosol-generating medical procedures are medical procedures that can generate aerosols as a result of artificial manipulation of a person's airway" (Public Health Agency of Canada, 2017)	2025
Additional Precautions	"Extra measures, when routine practices alone may not interrupt transmission of an infectious agent. They are used in addition to routine practices (not in place of), and are initiated both on condition/clinical presentation (syndrome) and on specific etiology (diagnosis)." (Public Health Agency of Canada, 2017)	2025
Air Purifying Respirators	"Respirators are designed to help reduce the wearer's respiratory exposure to airborne contaminants such as particles, gases, or vapours. Respirators and filters must be selected based on the hazards present. They come in various sizes and styles, and should be individually selected to fit the wearer's face and to provide a tight seal. A proper seal between the user's face and the respirator forces inhaled air to be pulled through the respirator's filter material, thereby providing protection." (Canadian Centre for Occupational Health and Safety, 2024d)	2025
Airborne Contaminants	Breathing hazards including particulates (dusts, fibres, fumes, and biological contaminants), gas and vapor contaminants, low oxygen settings, and a combination of any of these (WorkSafeBC, 2014) Biological contaminants include bacteria (such as Mycobacteria tuberculosis), viruses (such as rubeola, varicella, disseminated herpes zoster, hantavirus), fungi (such as mold, Histoplasma), plant and animal materials (such as grain dust, spores, and dander)	2021
Airborne Transmission	"Transmission of pathogens by inhaling infectious aerosols (solid or liquid particles in the air). This can occur when an infected person coughs, sneezes, or talks; or during some medical procedures that generate aerosols." (WorkSafeBC, 2021)	2021
Apprenticeship	"...a combination of on-the-job training and classroom learning that leads to a trade credential" (SkilledTradesBC, 2024)	2021
Authorized Signatory	Individual in the organization who is designated to sign legally binding contracts, usually identified by Senior Administration and Finance (BC Student Practice Education, 2024) Managers or department heads are not usually authorized to sign off on Educational Affiliation Agreements.	2021
Bloodborne Disease	"... microorganisms such as viruses or bacteria that are carried in blood and can cause disease in people. There are many different bloodborne pathogens, including malaria, syphilis, and brucellosis, and most notably Hepatitis B (HBV), Hepatitis C (HCV) and the Human Immunodeficiency Virus (HIV)." (BC Centre for Disease Control, 2025)	2025
Breach of Privacy / Confidentiality	"...unauthorized access to or collection, use, disclosure, or disposal of personal information. Such activity is "unauthorized" if it occurs in contravention of the Personal Information Protection Act " (Office of the Information & Privacy Commissioner for British Columbia, 2023)	2021

Term	Definition	Revision Date
British Columbia Practice Education Guidelines and Standards (PEGS)	"Formally adopted guidelines that promote shared accountability for Student Practice Education quality and safety, evidence-based practice, alignment with current regulations, standards and legislation, clarification of roles and responsibilities for all Student Practice Education Partners; and that utilize common, inclusive language understood by a broad range of disciplines and vocations (regulated and unregulated) achieving clarity, consistency and equity for planning and Practice Education Placement processes" (Ministry of Health and Ministry of Advanced Education and Skills Training, 2022)	2025
Bullying	"Repeated and persistent behaviours that can include social isolation, creating or spreading rumours, engaging in excessive or unjustified criticism, intimidating a person, physically abusing or threatening abuse, and withholding job responsibilities" (Registered Nurses' Association of Ontario, 2019)	2021
Client	Person in care, patient, resident, service-user, recipient of health service or care (2021)	2021
Communicable Disease	"An illness caused by an infectious agent or its toxic products"(Public Health Act, 2024)	2025
Conditions	Sets out the circumstances under which a student can carry out an activity (British Columbia College of Nurses & Midwives, 2025)	2021
Confidential Business Information	"Any information about the business, affairs, or operations of the [HCO] which is not generally known or available to the public" (British Columbia Health Care Protection Program, 2023)	2021
Confidential Information	"...all data, information, and material relating to the [HCO] and its services, staff, contractors, service providers, or [the people who receive care or service (clients)], whether or not it is stored in written, electronic or any other form, that students or [PSI] staff receive, in connection with [a practice education experience], including: <ul style="list-style-type: none"> • personal information about [HCO] staff and [clients] • health records • any information about the business, affairs, or operations of the [HCO] which is not generally known or available to the public" (British Columbia Health Care Protection Program, 2023) 	2021
Confidentiality	"The ethical obligation to keep someone's personal and private information secret or private" (Canadian Nurses Association, 2017)	2021
Consent	"...a process that results in a voluntary agreement to permit the delivery of health care to a person" (Ministry of Health, 2011) Expressed consent: "can be oral or written. For majority of minor examinations / procedures, oral consent is enough...For all major diagnostic procedures and surgeries, a written and witnessed consent is necessary."(Krishnan & Kasthuri, 2011) Implied consent (Adult): "Also known as 'knowledgeable cooperation', this means informed consent that is indirectly communicated to the health care provider by the Adult through their conduct such as: nodding their head; presenting their arm for an injection; cooperating with an examination, etc."(Interior Health, 2021a)	2021

Term	Definition	Revision Date
	Implied consent (Child): "When a person under 19 years of age presents themselves for routine diagnostic and treatment/service measures in emergency, out-patient, and clinic settings, or when they accept health care services, or by conduct (nodding the head, cooperating with examination, etc.)" (Interior Health, 2021b)	
Consent – Valid (Informed)	<p>For a consent to be considered valid, it must be informed, meaning it includes all the following elements or conditions:</p> <p>"(a) the consent relates to the proposed health care,</p> <p>(b) the consent is given voluntarily,</p> <p>(c) the consent is not obtained by fraud or misrepresentation,</p> <p>(d) the adult is capable of making a decision about whether to give or refuse consent to the proposed health care,</p> <p>(e) the health care provider gives the adult the information a reasonable person would require to understand the proposed health care and to make a decision, including information about</p> <ul style="list-style-type: none"> (i) the condition for which the health care is proposed, (ii) the nature of the proposed health care, (iii) the risks and benefits of the proposed health care that a reasonable person would expect to be told about, and (iv) alternative courses of health care, and <p>(f) the adult has an opportunity to ask questions and receive answers about the proposed health care." (Health Care (Consent) and Care Facility (Admission) Act, 2024)</p>	2021
Contractor	<p>"Work undertaken by a person through a contract with an employer, full- or part time for a stated period, often on a designated task. A contract worker (or "contractor") may be self-employed or may work for a company that has a contract with another business. The contractor supplies goods or services at an agreed price. Contract work typically involves working without employment benefits or deductions." (WorkBC, n.d.)</p> <p>Examples of non-clinical contractors: security services, food services, cleaning services, consultants for architectural and engineering services, energy management, information management/technology</p> <p>Examples: clinical contractors: dentists, midwives, nurse practitioners, physicians</p>	2021
Cooperative Education	<p>Student is registered in a recognized cooperative education program at a PSI and paid by the HCO.</p> <p>"Co-op alternating consists of alternating academic terms and paid work terms. Co-op internship consists of several co-op work terms back-to-back. In both models, work terms provide experience in a workplace setting related to the student's field of study. The number of required work terms varies by program; however, the time spent in work terms must be at least 30% of the time spent in academic study for programs over 2 years in length and 25% of time for programs 2 years and shorter in length." (Co-operative Education and Work-Integrated Learning (CEWIL) Canada, 2021)</p>	2021

Term	Definition	Revision Date
Creator/Author	"...a sole individual or group of individuals working collaboratively and/or cooperatively, who make, conceive, reduce to practice, author, or otherwise make a substantive intellectual contribution to the creation of Intellectual Property. Creator includes the concept of 'inventor' as used in the Canadian Patent Act, or 'author' as used in the Canadian Copyright Act. " (Fraser Health, 2019)	2021
Criminal Record Check (CRC)	"A request to police for information about a person's criminal history. The person's written consent is required for the check to be conducted." (Ministry of Attorney General, 2024)	2025
CRC Verification	When an individual has had a criminal record check (CDC) conducted within the last 5 years and no risk was identified, they can authorize a CRC verification be conducted to confirm they have a "portable criminal record check" (Criminal Records Review Act, 2024)	2025
Cultural Safety	"An outcome based on respectful engagement that recognizes and strives to address power imbalances inherent in the health care system. It results in an environment free of racism and discrimination, where people feel safe when receiving health care." (First Nations Health Authority, n.d.)	2021
Culture of Safety	"...refers to people's shared values (what is important) and beliefs (what is held to be true), which interact with an organization's structure or system to produce behavioural norms (what people do)" (Healthcare Excellence Canada, 2019)	2021
Data Steward	"Refers to a public body that has ultimate responsibility for a given data source. In practice, an individual is typically named as having the authority to approve or reject research requests involving that data, typically called 'the / a Data Steward'" (Population Data BC, 2024) Those within HCOs responsible for ensuring that the use or disclosure of HCO data is done in a way that protects client personal information and fulfills HCO responsibilities to the FIPPA. Example: Health Records department	2021
Designation	The recognized healthcare qualification, credential level, certification, specialized training, or reserved title of the author in a health record Includes regulated and reserved titles for exclusive use of registrants of regulatory colleges (Ministry of Health, 2024b), titles of non-regulated healthcare providers under a provincial registry or association, and titles of clinically-related support personnel	2021
Destroy/Destruction	Ways to prevent sensitive or personal information on records from being retrieved or reconstructed <ul style="list-style-type: none"> • Physical record: cross shredding or placing in marked confidential shredding containers • Electronic record: <ul style="list-style-type: none"> ○ completely erase through overwriting using overwriting software ○ (deleting the file or reformatting does not completely erase the data) ○ expose to a powerful magnetic field (degaussing) 	2021

Term	Definition	Revision Date
	<ul style="list-style-type: none"> o shred, pulp, incinerate, pulverize (CD ROMS, DVDs, SD cards, tapes, etc.) (Information and Privacy Commissioner of Ontario, 2018) 	
Disclosure	"The process by which a patient safety incident is communicated to the patient by health care providers" (Healthcare Excellence Canada, 2020)	2021
Discrimination	When a person is "treated badly or denied a benefit because of a personal characteristic." Under the BC Human Rights Code, protected grounds include race, colour, ancestry, place of origin, religion, family status, marital status, physical disability, mental disability, sex (includes being a man, woman, inter-sexed or transgender. It also includes pregnancy, breastfeeding, and sexual harassment), age, sexual orientation (includes being heterosexual, gay, lesbian or bisexual), political belief, or conviction of a criminal or summary conviction offence unrelated to employment. (Human Rights Code, 2024; Ministry of Attorney General, 2021)	2021
Disrespectful Behavior (<i>previously called disrespectful conduct</i>)	"...inappropriate behaviour, including a lack of consideration or regard for co-workers, including their privacy, physical space, belongings, viewpoints and philosophies. It includes impolite and uncivil behaviour that does not fit the definition of bullying or harassment" (Provincial Health Services Authority, 2024)	2021
Document/ Documentation	"...includes any written and/or electronically generated information about a client that describes the care or service provided to that client" (British Columbia College of Nurses & Midwives, 2023) "...includes (a) a thing on or by which information is stored, and (b) a document in electronic or similar form" (Personal Information Protection Act, 2024)	2021
Droplet Transmission	"Transmission that occurs when droplets containing a pathogen are propelled a short distance through the air and deposited on mucous membranes such as the eyes, nose, or mouth." (WorkSafeBC, 2021)	2021
Duty to Report	"A registrant must report in writing to the registrar of an other person's college if the registrant, on reasonable and probable grounds, believes that the continued practice of a designated health profession by the other person might constitute a danger to the public." (Health Professions Act, 2024)	2021
Education Affiliation Agreement (<i>previously called Affiliation Agreement or Education Institution Affiliation Agreement</i>)	A legal contract between HCOs and PSIs or among PSIs or HCOs that defines the roles and responsibilities in providing Student Practice Education. It addresses the risks in the relationship for both organizations and their patients, clients, and residents; staff, Faculty, and Students and should be in place prior to any Practice Education Placements (Ministry of Health and Ministry of Advanced Education and Skills Training, 2022)	2025
Encrypt/Encryption	"The process of protecting personal information by encoding data into an electronic form that can only be read by the intended authorized recipient." (Doctors of BC, 2017)	2021
Essential Services	"Facilities, productions and services [considered] necessary or essential to prevent immediate and serious danger to the health, safety or welfare of the residents of British Columbia" (Labour Relations Code, 2024)	2021

Term	Definition	Revision Date
Exposed	"The person who has been exposed to blood and/or body fluids of another person" (Winnipeg Regional Health Authority, 2011)	2021
Exposure – Blood and Body Fluids	"An event where a person is exposed to potentially infectious blood or bodily fluids through one of the following: <ul style="list-style-type: none"> • Percutaneous exposure through puncture of skin by needlestick or another sharp object • Permucosal exposure through contact with mucous membranes • Non-intact skin exposure through eczema, scratches, and damaged skin" (BC Centre for Disease Control, 2021) 	2021
Exposure – Communicable Disease	Direct or indirect contact with a person who has an unknown, suspected, or known infection with a communicable disease. Can occur through (but not limited to) percutaneous, permucosal, dermal, respiratory, or digestive route (Fraser Health, 2018) "The condition of being subject to an infectious disease through contact with an infected person or a contaminated environment" (WorkSafeBC, 2021) (e.g. inanimate/animate object or particles in the air) (Public Health Agency of Canada, 2017)	2021
Exposure – Hazardous substance	Contact with a hazardous material through the skin, respiratory tract (inhalation), digestive tract (ingestion), or mucosal membranes (eye, nose, mouth) (Agency for Toxic Substances and Disease Registry, 2022)	2021
Faculty <i>(formerly called PSI Educator)</i>	"Faculty, instructor, course leader, PSI Educator, and other terms for educators employed by the PSI. An individual might also be an employee of the HCO, but while in the practice education setting, the PSI Educator represents and acts on behalf of the PSI" (Ministry of Health and Ministry of Advanced Education and Skills Training, 2022)	2025
Fit Test	"the use of a quantitative or qualitative method to evaluate the fit of a particular model, make and size of respirator on an individual" (<i>CSA Standard CAN/CSA-Z94.4-02, Selection, Use, and Care of Respirators</i>) in order to ensure a tight fit around the face. (WorkSafeBC, 2025b)	2025
Fitness to Practice	"...the physical, mental, and emotional capacity to practice safely in accordance with the student placement." (Alberta Health Services, 2015)	2021
Guideline	Recommended practice that allows some discretion or leeway in its implementation or use	2025
Harassment (Discriminatory)	"...a form of discrimination. It can be words or actions that offend or humiliate... when someone repeatedly says or does things [to a person] that are insulting and offensive" (Ministry of Attorney General, 2021) "...conduct which is known or ought to be known to be unwelcome, whether intended or not, on the basis of any of the protected categories. It has the effect of creating a hostile, intimidating, or offensive work environment, and results in negative impacts for an individual or group." (Fraser Health, 2016) "Prohibited conduct may be verbal, non-verbal, physical, deliberate or unintended, unsolicited or unwelcome, as determined by a reasonable person. It	2021

Term	Definition	Revision Date
	may be one incident or a series of incidents, depending on the context." (BC Public Service Agency, 2024a)	
Harassment (Personal)	"...any behavior (including Disrespectful/Disruptive Conduct) by a person directed against another person that a reasonable person would know or ought to know would cause offence, humiliation or intimidation, where the conduct is not carried out in good faith and serves no legitimate work-related purpose." (Interior Health, 2022)	2021
Hazard	<p>"Situations with the potential to cause harm" (Healthcare Excellence Canada, 2020)</p> <p>"...any source of potential damage, harm or adverse health effects on something or someone" (Canadian Centre for Occupational Health and Safety, 2024b)</p> <p>"A set of circumstances or a situation that cause risk of harm or injury to patients, staff, or others, but where no specific patient, client, or resident was involved" (BC Patient Safety & Learning System, 2017)</p> <p>Types of hazards: chemical, ergonomic, health, physical, psychological, safety, workplace (Canadian Centre for Occupational Health and Safety, 2024c)</p>	2021
Hazardous substance	<p>"... includes a controlled product and a chemical, biological or physical agent that, by reason of a property that the agent possesses, is hazardous to the safety or health of a person exposed to it"</p> <p>Controlled products: "any product, material, or substance included in any of the classes listed in Schedule II of the Controlled Products Regulation" (compressed gas, flammable and combustible material, oxidizing material, poisonous and infectious material, corrosive material, dangerously radioactive material).</p> <p>Chemical agent: "a mist, a vapour, a gas, fumes, or dusts of a chemical compound or a mixture of chemical compounds that present a hazard to the health of any person exposed to it."</p> <p>Biological agent: "an animal, an insect, a parasite or a micro-organism, such as moulds, fungi, viruses, rickettsiae, or bacteria, that present a hazard to the health of any person who comes into contact with it."</p> <p>Physical agent: "an ionizing or non-ionizing radiation, a vibration, a noise, and an extreme temperature or pressure that presents a hazard to the health of any person exposed to it." (Employment and Social Development Canada, 2015)</p>	2021
Health and Safety Standards	All applicable laws, standards of practice and codes of ethics issued by any professional regulatory body, and all rules, policies and regulations in place at the HCO or its facilities that apply to the students or educators at the facilities, any of which relate to workplace safety, the delivery of health care services or the health and safety of HCO clients or workers (British Columbia Health Care Protection Program, 2023)	2021
Health Care	<p>Anything that is done for a therapeutic, preventative, palliative, diagnostic, cosmetic, or other health-related purposes, and includes a course of health care (Health Care (Consent) and Care Facility (Admission) Act, 2024; Infants Act, 2024)</p> <p>The Health Care (Consent) and Care Facility (Admission) Act describes two kinds of health care:</p>	2025

Term	Definition	Revision Date
	<ul style="list-style-type: none"> Major health care is defined as major surgery, major diagnostic or investigative procedures, any treatment involving a general anaesthetic or any health care designated by regulation as major health care. Minor health care includes things like regular checkups, routine tests, basic dental and eye care, immunizations, medications of any kind, and other care that is not major health care (Health Care (Consent) and Care Facility (Admission) Act, 2024) 	
Health Care Organization (HCO)	<p>An organization where health services are delivered and Student Practice Education occurs (Ministry of Health and Ministry of Advanced Education and Skills Training, 2022)</p> <p>Includes healthcare facilities, agencies, and any community settings where HCO Workers provide care or service</p>	2025
Health Science Placement Network (HSPnet)	HSPnet is a web-based system for Student Practice Education. Used across Canada, HSPnet supports Practice Education Placement coordination, communication, risk management, documenting capacity, and data-informed planning. (Ministry of Health and Ministry of Advanced Education and Skills Training, 2022)	2025
HCO Supervisor	<p>Experienced practitioner employed by the HCO or affiliated with the HCO (clinical and non-clinical contractors) who plans, coordinates and supports practice education experiences for group and/or individual PSI students within the HCO</p> <p>Examples: practice educator, instructor, preceptor, mentor</p>	2021
HCO Worker	Includes people who provide health care to clients or work within HCOs that provide client care whether employed by or affiliated with the HCO (e.g. physicians, nurses, emergency medical personnel, dental professionals, laboratory technicians; hospital volunteers; researchers; consultants; contractors; and administrative, housekeeping, and other support staff in healthcare facilities, agencies, and community settings).	2021
Health Record	"...confidential compilation of pertinent facts of an individual's health history, including all past and present medical conditions, illnesses and treatments, with emphasis on the specific events affecting the patient during the current episode of care." (Health Information Management, 2025)	2025
Health Care Team (HCT)	Diverse disciplines, professionals, regulated and unregulated, who work together in a health care setting	2021
Immunity Status	"Immunity through previous vaccination or infection" (Ministry of Health, 2025)	2025
Immunization	When a person is made immune or resistant to an infectious disease, typically through administering a vaccine. Vaccines stimulate the body's own immune system to protect the person against subsequent infection or disease. (World Health Organization, 2025b)	2025
Incident Analysis	"A structured process that aims to identify what happened, how and why it happened, what can be done to reduce the risk of recurrence and make care safer, and what was learned." (Healthcare Excellence Canada, 2020)	2021
Incident Reporting	"The communication of information about a patient safety incident through appropriate channels inside or outside of healthcare organizations, for the	2021

Term	Definition	Revision Date
	purpose of reducing the risk of occurrence of patient safety incidents in the future." (Healthcare Excellence Canada, 2020)	
Incivility	"...low-intensity behaviour that violates workplace norms for mutual respect... includes singular acts that are characteristically rude and discourteous, demonstrate a lack of regard for another and are associated with an ambiguous intent to harm the target." (College of Licensed Practical Nurses of Alberta, 2020)	2021
Independent Double Check	"...requires two people to separately check the targeted components of the work process, without knowing the results of their colleague" (ECRI, 2019) - verifying the work or decision of the first person	2021
Inducement	"A thing that persuades or leads someone to do something" (Oxford English Dictionary, 2025a) incentive, attraction, encouragement, incitement, bribe	2021
Injury – Musculoskeletal	"...an injury or disorder of the muscles, tendons, ligaments, joints, nerves, blood vessels or related soft tissue including a sprain, strain and inflammation, that may be caused or aggravated by work" (WorkSafeBC, 2025a)	2021
Intellectual Property	"...refers to creations of the mind: inventions – everything from works of art to inventions, computer programs to trademarks and other commercial signs. [...] Intellectual property is often divided into two main categories: Industrial Property and Copyright and related rights" Industrial Property: "includes patents for inventions, industrial designs, trademarks and geographical indications" Copyright: "literary, artistic and scientific works, including performances and broadcasts" (World Intellectual Property Organization, 2020)	2021
Interest Holder <i>(previously called Stakeholder)</i>	A person, group, or organization with an interest or concern in a topic or activity Includes those who can affect or be affected by the organization's actions, objectives, and policies (Akl et al., 2024)	2025
Internship	A work experience offered by an organization for a limited period of time. Successful applicants can be current students, recent post-secondary graduates, or other individuals looking to gain career-related experience and skills. The individual is paid a wage, a stipend, or an allowance, or is reimbursed for expenses. (BC Public Service Agency, 2024b; Service Canada, 2020) Examples in health care: Medical, Healthcare Management, Planning and Evaluation, Communications/Media Relations, Human Resources	2021
Interpersonal Conflict	"...conflict that occurs between two or more individuals that work together in groups or teams... Many individual differences lead to interpersonal conflict, including personalities, culture, attitudes, values, perceptions, and the other differences." (Beheshtifar & Zare, 2013)	2021
Job Action	"...the threatened or actual withdrawal of services to further a negotiating position during a dispute" (College of Physicians & Surgeons of Alberta, 2017) "Activities undertaken by union members to express disagreement with their employer's or government's policies or laws. Such activities could include going on strike, work slowdowns, work-to-rule, picketing and other protest actions." (Canadian Nurses Association, 2017)	2021

Term	Definition	Revision Date
Learning Contract	<p>"...meant to deal with inappropriate behaviour or address deficiencies in academic performance or attendance. The intent [...] is to formalize the manner in which the student may fulfill the expected behaviour or course learning outcomes." (Note: this definition originally was excerpted from a British Columbia Institute of Technology (BCIT) Procedure on Student Reports, Student Performance Contracts. The BCIT Procedure was rescinded in 2022. The definition for Learning Contract will be updated with the refresh of the BC Student Practice Guideline: Student Practice Issues.)</p> <p>"...an agreement negotiated between a learner and a supervisor to ensure that certain activities will be undertaken in order to achieve an identified learning goal, specific evidence will be produced to demonstrate that goal has been reached" (Note: this source from University College Dublin is no longer available. The definition for Learning Contract will be updated with the refresh of the BC Student Practice Guideline: Student Practice Issues.)</p> <p>Also known as a Student Performance Contract, Learning Plan</p>	2021
Licence Class	Types of driver's licence. Based on type of motor vehicle driven. Most common licence is Class 5-passenger vehicle licence. (Insurance Corporation of British Columbia, 2024a)	2021
Limits	Specifies what activities Students are or are not permitted to perform based on provincial or federal laws, the discipline's licensing body, PSI policy, HCO policy, and individual competence. (British Columbia College of Nurses & Midwives, 2025)	2021
Lockout	"...losing a place of employment, a suspension of work or a refusal by an employer to continue to employ a number of his or her employees, done to compel his or her employees or to aid another employer to compel his or her employees to agree to conditions of employment" (Labour Relations Code, 2024)	2021
Mode of Transport	<p>"...a term used to distinguish substantially different modes of conveyance. The different modes of transport are air, water, and land transport, which includes rails or railways, road and off-road transport." (Wikipedia, 2024b)</p> <p>Includes aircraft, watercraft, railed transport, off-road vehicles, and motor vehicles</p>	2021
Moral Rights	<p>"The author of a work has [...] the right to the integrity of the work and [...] the right, where reasonable in the circumstances, to be associated with the work as its author by name or under a pseudonym and the right to remain anonymous." (Consolidated Federal Laws of Canada, Copyright Act, 2024)</p> <p>"...protect the honor and reputation of an author and only authors or their heirs can exercise them, regardless of whether the author assigned copyright or it was made in the course of employment and the employer therefore owns copyright. In Canada, however, an author may choose to waive their moral rights." (Copyrightlaws.com, 2022, 2023)</p>	2021
'Need to Know' and 'Least Privilege' Principles	"The "need to know" principle states that authorized users of a system should only have access to the minimum amount of [personal] information that is necessary to perform their duties within a public body or an organization.	2021

Term	Definition	Revision Date
	The “least privilege” principle requires that each authorized user in a system be granted the most restrictive access privileges needed for performing authorized tasks. The principles are reflected in privacy law but not always expressly stated." (Doctors of BC, 2017)	
Observation	<p>"...a learning opportunity with minimal client risk. Observers must not provide any hands on or direct client services including but not limited to: assessment, treatment/intervention, education, or counselling." <i>(Note: this source from the College for Speech and Hearing Professions is no longer available. The definition for Observation will be updated with the refresh of the BC Student Practice Guideline: Student Practice Issues.)</i></p> <p>For strictly observational practice education experiences, the Student is a passive observer and under direct and constant supervision at all times (such as novices to the practice education setting. Other terms: job shadow, career observation, observership</p>	2021
Orientation	"...the process of introducing new, inexperienced, and transferred workers to the organization, their supervisors, co-workers, work areas, and jobs, and especially to health and safety" (Canadian Centre for Occupational Health and Safety, 2024a)	2021
Outbreak	"...the occurrence of disease cases in excess of normal expectancy. The number of cases varies according to the disease-causing agent, and the size and type of previous and existing exposure to the agent." (World Health Organization, 2025a)	2025
Ownership	<p>"Under Canadian copyright law, the creator (or author) of a work is the owner of copyright in it. However, where a work is created as part of the author’s work duties, the employer may have copyright ownership." (Copyrightlaws.com, 2022)</p> <p>"In Canada, copyright ownership of a work created by an employee in the course of their employment belongs to the employer, unless there’s a verbal or written agreement otherwise." (Copyrightlaws.com, 2022)</p>	2021
Patient Safety	"The pursuit of the reduction and mitigation of unsafe acts within the health care system, as well as the use of best practices shown to lead to optimal patient outcomes." (Healthcare Excellence Canada, 2020)	2021
Patient Safety Incident	<p>"An event or circumstance which could have resulted, or did result, in unnecessary harm to a patient. There are three types of patient safety incidents:</p> <p>Harmful Incident: A patient safety incident that resulted in harm to the patient. Replaces preventable adverse event</p> <p>Near Miss: A patient safety incident that did not reach the patient and therefore no harm resulted. (Other terms: good catch, close call)</p> <p>No-harm Incident: A patient safety incident that reached the patient but no discernible harm resulted" (Healthcare Excellence Canada, 2020)</p>	2021
Perpetuity	Continuing forever, everlasting (Merriam-Webster Dictionary, 2025)	2021
Personal Identity Information	"any personal information of a type that is commonly used, alone or in combination with other information, to identify or purport to identify an individual" (Freedom of Information and Protection of Privacy Act, 2024)	2021

Term	Definition	Revision Date
Personal Information	<p>"Recorded information about an identifiable individual other than contact information" (Freedom of Information and Protection of Privacy Act, 2024)</p> <p>"Information about an identifiable individual's health and includes information about the individual's health care providers, health numbers (such as care card number) and insurance." (BC Freedom of Information and Privacy Association, 2022)</p> <p>Examples: demographic data, psychosocial history, family history, financial or personal situation, identification numbers, marital status</p>	2021
Personal Protective Equipment (PPE)	<p>"...a worker's last defence against injury and death, when eliminating workplace hazards is not possible" (WorkSafeBC, 2025c)</p> <p>Includes eye and face protection (masks, face shields, safety glasses or goggles), gloves, protective apparel (gowns, aprons), respiratory protection.</p>	2025
Point of Care Risk Assessment	<p>An activity where a health care worker evaluates the likelihood of exposure to an infectious agent and chooses the appropriate actions and Personal Protective Equipment needed to minimize the risk of exposure for the specific patient, other patients in the environment, the health care worker, and others. (Public Health Agency of Canada, 2017)</p>	2025
Policy	<p>Organization-wide expectations of service, care, or process</p> <p>Apply to all who work in that organization</p> <p>Provide broad direction rather than dealing with operational details</p>	2021
Post-secondary Institution (PSI)	<p>Academic / training institution, public or private, offering post-secondary education programs</p>	2025
PSI Educator	<p><i>See Faculty definition</i></p>	2021
Practice Education Placement	<p>"The specific arrangement between a PSI and HCO for an individual or group of Students for the experiential learning component that occurs in health care locations, under supervision. Practice Education Placements enable Students to apply and develop their knowledge in healthcare environments. Practice Education Placements have a start and end date, and a specified location for the learning activities. Completion of one or more Practice Education Placements is a required element of many health programs, vocational education and training courses. Other terms include: clinical placement, clinical rotation, clinical practice, practicum, clerkship, preceptorship, fieldwork." (Ministry of Health and Ministry of Advanced Education and Skills Training, 2022)</p>	2025
Practice Education Coordinator	<p>Roles within HCO and PSI responsible for planning, coordinating, and communicating related to student practice education</p>	2021
Practice Issue	<p>"Any issue or situation that either compromises client care/service by placing a client at risk, or affects a [student]'s ability to provide care/service consistent with their Standards of Practice, Code of Ethics, other standards and guidelines, or agency policies or procedures" (Nova Scotia College of Nursing, 2020)</p>	2021
Privacy	<p>"(1) physical privacy is the right or interest in controlling or limiting the access of others to oneself;</p>	2021

Term	Definition	Revision Date
	(2) informational privacy is the right of individuals to determine how, when, with whom and for what purposes any of their personal information will be shared. A person has a reasonable expectation of privacy in the health-care system so that health-care providers who need their information will share it only with those who require specific information" (Canadian Nurses Association, 2017)	
Problematic Behaviour	Mistreatment of another person, "...any conduct that is contrary to the principles that support a respectful environment and includes making demeaning, offensive, belittling and disrespectful comments, using abusive language, engaging in bullying, harassment, and discrimination" (University of British Columbia, n.d.)	2021
Public Health Emergency	A localized or regional event that presents an immediate and significant risk to public health (Public Health Act, 2024)	2025
Qualified	"...having the standard of skill, knowledge, or ability that is necessary for doing or being something." (Cambridge University Press & Assessment, 2025a)	2021
Rate class	Motor vehicle insurance based on how the vehicle is used. Common rate classes: Pleasure, Commuting (to and from work), Business, Delivery. (Insurance Corporation of British Columbia, 2024b)	2021
Record/Recording	"Includes books, documents, maps, drawings, photographs, letters, vouchers, papers and any other thing on which information is recorded or stored by graphic, electronic, mechanical or other means, but does not include a computer program or any other mechanism that produces records" (Freedom of Information and Protection of Privacy Act, 2024) Examples: email, text message, CD/DVD, USB/SD memory device, microfiche, computer file, data management systems, mobile device, camera, or "even heard by word of mouth" ¹²³ (i.e. subjective data) (National Health Service England, 2019)	2021
Reimbursement	"The action of repaying a person who has spent or lost money; a sum paid to cover money that has been spent or lost" (Oxford English Dictionary, 2025b)	2021
Remuneration	"Reward, recompense; (now usually) money paid for work or a service; payment, pay." (Oxford English Dictionary, 2025c) Other term: compensation	2021
Respectful Workplace	"We all have the right to work in an environment that is respectful and a responsibility to treat everyone at work with consideration. A respectful workplace is inclusive, values diversity, clearly communicates expectations around behaviour, promotes employee health and safety, provides resources and training to resolve disputes, strives for improvement, has open channels of communication." (BC Public Service Agency, 2024c)	2021
Respirator	"A protective device that covers the worker's nose and mouth or the entire face and head to keep airborne contaminants out of the worker's respiratory system and provide a safe air supply Common types in healthcare settings: <ul style="list-style-type: none"> • Disposable, air filtering, tight-fitting half-facepiece respirator (such as N95, R95) • Powered, air purifying respirator (PAPR) 	2021

Term	Definition	Revision Date
	<ul style="list-style-type: none"> Reusable elastomeric half-face and full-face respirator” (WorkSafeBC, 2014) 	
Restricted Activity	<p>“(Formerly called reserved acts) are a narrowly defined list of invasive, higher risk activities that must not be performed by any person in the course of providing health services, except:</p> <ul style="list-style-type: none"> Registrants of a health profession college who have been granted specific authority to do so in their regulations, based on their education and competence, and Non-registrants who have been delegated the authority to perform the restricted activity, or who have been authorized to perform the restricted activity, by a regulated professional that has been granted the restricted activity. *Please note: Delegation of restricted activities to non-registrants (including unregulated persons) must be authorized in bylaw by the health profession college whose registrants have been granted authority to perform the restricted activity, before such a delegation may take place.” (Ministry of Health, 2024a) 	2021
Risk, Level of <i>(related to exposure)</i>	<p>“Low risk ... workers who rarely come into contact with potentially infected people or materials.</p> <p>Moderate risk ... workers who rarely come into contact with infected people, but who may work in areas where infected people have been, or who handle potentially contaminated items (indirect contact).</p> <p>High risk ... workers who work directly with people who are or may be infected.” (WorkSafeBC, 2021)</p>	2025
Routine Practices	<p>“A comprehensive set of infection prevention and control measures that have been developed for use in the routine care of all patients at all times in all healthcare settings. Routine practices aim to minimize or prevent healthcare-associated infections in all individuals in the healthcare setting, including patients, healthcare workers, other staff, visitors and contractors.” (Public Health Agency of Canada, 2017)</p> <p>Examples of routine practices: education, hand hygiene, sharps safety, personal protective equipment, routine cleaning, safe handling of food</p>	2025
Safeguards / Security	<p>Measures used to protect information (how information is accessed, used, and disclosed – and by whom)</p> <ul style="list-style-type: none"> Physical safeguards: use of locked cabinets, locating devices with data away from public areas Administrative safeguards: development and enforcement of policies around who can access personal information Technical safeguards: use of computer passwords, non-sharing of passwords, firewalls, anti-virus software, encryption, and other measures to protect from unauthorized access, loss, or modification (Interagency Advisory Panel on Research Ethics, 2018; Office of the Information & Privacy Commissioner for British Columbia, 2015) 	2021
Scope of Practice	<p>“...the range of healthcare tasks, decisions or activities of a qualified, licensed healthcare professional (e.g. doctor, nurse practitioner, nurse, pharmacist)</p>	2021

Term	Definition	Revision Date
	allowed by law and the provincial/territorial licensing authority governing that profession” (Canadian Medical Protective Association, n.d.)	
Secondment	“A period of time when an employee is sent to work somewhere else, to increase the number of workers , to replace other workers, or to exchange experience or skills” (Cambridge University Press & Assessment, 2025b)	2021
Source	"The person whose blood or body fluids were inoculated or splashed onto the exposed person. The source may not always be identifiable." (Winnipeg Regional Health Authority, 2011)	2021
Stakeholder	<i>See Interest Holder.</i>	2021
Standard	"An expected and achievable level of performance against which actual performance can be compared. It is the minimum level of acceptable performance" (British Columbia College of Nurses & Midwives, 2020) "...reflects the minimum standard of professional behaviour and ethical conduct on a specific topic or issue expected by the College of its registrants..." (College of Physicians and Surgeons of BC, n.d.)	2025
Strike	“A cessation of work, a refusal to work or to continue to work by employees in combination or in concert or in accordance with a common understanding, or a slowdown or other concerted activity on the part of employees that is designed to or does restrict or limit production or services” (Labour Relations Code, 2024)	2021
Student <i>(also called PSI Student)</i>	“an individual admitted to an education program who is in good standing in a course or program of studies within a PSI or HCO and selected to take part in a Student Practice Education experience” (Ministry of Health and Ministry of Advanced Education and Skills Training, 2022) Other terms: student intern, trainee, apprentice, preceptee, mentee	2025
Student Involvement	Degree of involvement can range from observation to participatory Observation: "...a learning opportunity with minimal client risk. Observers must not provide any hands on or direct client services including but not limited to: assessment, treatment/intervention, education, or counselling." <i>(Note: this source from the College for Speech and Hearing Professions is no longer available. The definition for Observation will be updated with the refresh of the BC Student Practice Guideline and Standards: Student Practice Issues; Supervision of Students, and Student Practice Activities, Limits and Conditions.)</i> Other terms: job shadow, career observation, observership Participatory: actively takes part in direct client services including accessing/reading the health record; participation varies according to the Student's program of study and stage within it, and level of competence. <i>(see PEG Student Practice Activities, Limits, and Conditions; PEG Supervision of Students)</i>	2021
Student Practice Education	“The collection of activities coordinated between PSIs and HCOs that support the experiential learning experiences of Students that align with the program curriculum requirements. Student Practice Education is a key component in program design to support Students to acquire the necessary skills, attitudes and knowledge required to practice safely and effectively in their field and discipline ¹⁷ . Student Practice Education may occur in a variety of settings that deliver health services, including but not limited to, hospitals, long term care	2025

Term	Definition	Revision Date
	settings, public health clinics, primary care sites, collaborative learning units, or virtually.” (Ministry of Health and Ministry of Advanced Education and Skills Training, 2022)	
Student Practice Education Network	“A formally structured association of provincial Student Practice Education Partners and other contributors. The Network is characterized by mutual trust and respect; shared vision, commitment, and goals; recognition of opportunities and strengths; open and ongoing communication; and the ability to take risks and tolerate ambiguity.” (Ministry of Health and Ministry of Advanced Education and Skills Training, 2022)	2025
Student Works	Any materials created/authored wholly or in part by a Student specifically for the HCO during the course of a practice education experience – includes but not limited to written materials (brochures, posters, handouts, reports), digital works (presentations, web sites, computer programs and applications, programming language, video recordings), artwork (paintings, drawings, photographs, maps, musical scores or lyrics), or other works. (World Intellectual Property Organization, 2016, 2020)	2021
Substitute Decision-maker	<p>"In B.C. there are three kinds of substitute decision makers for health care decisions. They are:</p> <ul style="list-style-type: none"> • an adult appointed by the court to be a committee of person under the Patients Property Act; • a representative under the Representation Agreement Act; <p>A Temporary Substitute Decision Mater (TSDM) chosen by a health care provider or authorized by the Public Guardian and Trustee (PGT) under the Health Care (Consent) and Care Facility (Admission) Act (the Act)." (Public Guardian and Trustee of British Columbia, 2025)</p>	2021
Supervision	Oversight of a student practice while in the HCO. Except for strictly observational practice experiences, the supervisor does not necessarily have to be present or in close proximity but is accessible when needed. The degree of supervision is adjusted based on the student's demonstration of competence. The supervisor remains responsible and accountable for the actions of the individual under their direct or indirect supervision. (British Columbia College of Nurses & Midwives, 2024; College of Health and Care Professionals of BC, 2022)	2021
Supervision – Direct	<p>The supervisor is physically present either at all times (constant supervision), at certain times (constant supervision while doing an activity), or in close proximity to directly observe and support or intervene as needed (close supervision). For strictly observational practice education experiences, direct supervision means physically present at all times (<i>see definition: Observation</i>).</p> <p>Other terms: Close supervision, constant supervision</p>	2021
Supervision - Indirect	<p>The supervisor is accessible, either in person (working in the same area) or through technology, to provide guidance, direction, and support as needed, and to regularly review student progress through activities such as case conferencing and debriefing</p> <p>Other terms: general supervision, remote supervision (supervision from a distance)</p>	2021

Term	Definition	Revision Date
Third Party Liability	<p>"...form of liability insurance purchased by an insured (first party) from an insurer (second party) for protection against the claims of another (third party)." (Investopedia.com, 2023)</p> <p>"It protects the insured in the event he or she is sued for claims that come within the coverage of the insurance policy." (Wikipedia, 2024a)</p>	2021
Trauma-Informed Practice	<p>Recognizing the link between substance use, mental health, stigma, health care access barriers, and other challenges, and making sure that people feel safe and are not re-traumatized by their care. (BC Mental Health and Substance Use Services, n.d.)</p>	2021
Transitory Records	<p>"...records of temporary usefulness that are not an integral part of an administrative or operational record series, that are not regularly filed with standard records or filing systems, and that are only required for a limited period of time for completion of a routine action or the preparation of an ongoing record" (Ministry of Finance, 2024)</p> <p>"Transitory records are records of temporary usefulness that are needed only for a limited period of time in order to complete a routine action or prepare a final record. As with all records, they can exist in any format or medium (paper or electronic), and can be created and shared using a variety of technologies...All confidential (including restricted) transitory records should be securely destroyed."(University of the Fraser Valley, n.d.)</p> <p>Examples of transitory records: worksheets, rough notes, informational material, convenience copies, and returned academic works</p>	2021
Transmission	<p>"The process whereby an infectious agent passes from a source and causes infection in a susceptible host" (Public Health Agency of Canada, 2017)</p>	2025
Vaccine-preventable Disease	<p>"Vaccine preventable diseases are infectious diseases caused by viruses or bacteria that can be prevented with vaccines" (BC Centre for Disease Control, 2025)</p>	2025
Vehicle	<p>"A device in, on or by which a person or thing is or may be transported or drawn on a highway, but does not include a device designed to be moved by human power, a device used exclusively on stationary rails or tracks, mobile equipment or a motor assisted cycle" (Motor Vehicle Act, 2024)</p>	2021
Vendor	<p>"A person, business or other legal entity that could provide goods, services, or construction" (Ministry of Finance, 2022)</p> <p>Examples: representatives of pharmaceutical, medical equipment and supplies, non-medical equipment and supplies, or technology companies; self-employed consultants; small business owners</p>	2021
Violence – Horizontal or Lateral	<p>"Violence, harassment or bullying directed at colleagues who are of equal level within an organization" (Registered Nurses' Association of Ontario, 2019)</p>	2021
Violence – Vertical	<p>"Violence, harassment or bullying that occurs between colleagues who are at unequal levels within an organization" (Registered Nurses' Association of Ontario, 2019)</p>	2021
Vulnerable Person	<p>"A person who, because of their age, a disability or other circumstances, whether temporary or permanent are (a) in a position of dependence on others or (b) are</p>	2025

Term	Definition	Revision Date
	otherwise at a greater risk than the general population of being harmed by a person in a position of authority or trust relative to them, pursuant to the <i>Criminal Records Act.</i> " (Royal Canadian Mounted Police, 2024)	
Workplace Impairment	"... being mentally or physically unable to perform assigned work functions safely due to the use or after-effects of alcohol, cannabis, illegal drugs, prescription drugs, or over-the-counter medications, or any other issue that may impair judgment or performance" (WorkSafeBC, 2018)	2021

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Document Review and Revisions

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Revision History	Version	Date	Description/Key Changes	Revised by
	1.0	FEB 2007	Unknown	BC Academic Health Council's Practice Education Committee
	2.0	MAR 2013	Unknown	BC Academic Health Council's Practice Education Committee Guidelines Working Group
	3.0	MAR 2021	Updated format, references and links; and complete revision to updated definitions	PHSA, in consultation with <ul style="list-style-type: none"> • KPU • Ministry of Health (Allied Health Policy Secretariat and Nursing Policy Secretariat) • Ministry of Advanced Education, Skills and Training (Health Education Reference Committee) • Health Authority Practice Education Committee
	4.0	JAN 2025	Updated format, references and links; and complete revision to updated definitions - Updated terms and deleted terms no longer used in the PEGS: <i>Criminal Record Checks and Prevention, Screening and Monitoring of Communicable Diseases</i> PEGS.	PHSA, in consultation with the Student Practice Education Network