

Le français en milieu de santé



Division de l'éducation permanente

Registration Form (Internal Office Use) Prog. 1 Prog. 2

FALL 2022 Please fill out form and email it to lalcock@wrha.mb.ca

Santé en français offers these courses through Université de Saint-Boniface's Continuing Education Division.

Please check one:

- Former Student** – Last level completed: _____
- New Student** – I have some French, but I am unsure of my level.
- New Student** – I am a true beginner.

IMPORTANT NOTICE: Classes start the week of September 19, 2022 and will be held remotely via Zoom.

- Registration must be received by **August 8, 2022**
- Please send the completed application to lalcock@wrha.mb.ca
- Your **\$50 payment** can be made by **E-transfer** with the email santeenfrancais@santeenfrancais.com. Please use the word **FRENCH** as the code and add your full name in the notes.

All classes will be held through remote learning technology				
<input type="checkbox"/>	Beginner 1	THURSDAYS	September 22 to December 1	5 pm – 8 pm
<input type="checkbox"/>	Beginner 2	MONDAYS*	September 19 to December 5 <small>* no class on October 10)</small>	5 pm – 8 pm
<input type="checkbox"/>	Beginner 3	TUESDAYS	September 20 to November 29	5 pm – 8 pm
<input type="checkbox"/>	Beginner 4	WEDNESDAYS	September 21 to November 30	5 pm – 8 pm
<input type="checkbox"/>	Low Intermediate <i>(Écouter son patient)</i>	MONDAYS*	September 19 to December 5 <small>* no class on October 10)</small>	5 pm – 7 pm
<input type="checkbox"/>	High Intermediate <i>(Les services de santé en français)</i>	THURSDAYS	September 22 to December 1	5 pm – 7 pm
<input type="checkbox"/>	Avancé <i>(Parlons-en)</i>	TUESDAYS	September 20 to November 29	5 pm – 8 pm
<input type="checkbox"/>	Perfectionnement <i>(Communication professionnelle)</i>	WEDNESDAYS	September 21 to November 30	6 pm – 9 pm
<input type="checkbox"/>	Perfectionnement <i>(Vers un monde meilleur)</i>	THURSDAYS	September 22 to December 1	6 pm – 9 pm
<input type="checkbox"/>	Perfectionnement <i>(Cercle de conversation)</i>	TUESDAY	September 20 to November 29	6 pm – 8 pm (in person)

Last name	First name	Home phone number	Work phone number	Cell phone number
Address		City/Province	Postal code	
Place of employment		Occupation	Name of your workplace manager	
Personal e-mail address		Work e-mail address		

PLEASE CHECK YOUR E-MAIL REGULARLY AS COURSE CONFIRMATIONS WILL BE SENT BY E-MAIL.

Please be sure to check your "junk e-mail" folder as sometimes a new email address can be tracked as spam.

I HAVE READ AND UNDERSTAND THE INFORMATION SHEET PROVIDED BY SANTÉ EN FRANÇAIS. I AM COMMITTED TO ACTIVELY PARTICIPATE IN 24 OF THE 33 HOUR COURSE OR 16 OF THE 22 HOUR COURSE.

Please check your answers:

Your position is: permanent term: if so, since when _____ full-time part-time If PT, EFT _____

Your position is designated bilingual: yes no

You are in direct contact with: patients residents clients the public other _____

CONSENT

By registering for this course, I consent to Santé en français and Université de Saint-Boniface sharing information about my enrolment status, my presence in class, and my final results with my employer.

This personal information is being collected under the authority of *The Université de Saint-Boniface Act*. It will be used for the purposes of administering *Le français en milieu de santé* and *Telehealth* programs. It will not be used or disclosed for other purposes, unless permitted by the *Freedom of Information and Protection of Privacy Act* (FIPPA). If you have any questions about the collection of your personal information, contact the FIPPA/PHIA Coordinator's Office (204-237-1818, extension 398), Service des archives de l'Université de Saint-Boniface, 200 De la Cathédrale Avenue, Winnipeg, MB R2H 0H7.

French Language Training (FMS)

FALL 2022

INFORMATION SHEET

The objective of the program is to develop employees' linguistic abilities and to encourage them to apply for and work in a designated bilingual position in order to ensure quality services in French in Manitoba.

In a few words please indicate why you wish to take the French In A Health Setting course?

CRITERIA

To be eligible for French-language training for *Français en milieu de santé*, employees must:

- Be employed in a designated position, facility, program or department throughout the duration of the course;
- Be employed in a permanent position or employed in a term position for more than 1 year;
- Be employed in a position that has direct contact with patients, residents, clients or the general public;
- Be committed to actively participate in a minimum of 24 hours of the 33 hours required for Beginner, Advanced and Perfectionnement classes per session regarding French-language training in order to achieve bilingual status.
- Be committed to actively participate in a minimum of 16 hours of the 22 hours required for Intermediate courses per session regarding French-language training in order to achieve bilingual status.

REGISTRATION

- French language courses are provided free of charge by SANTÉ EN FRANÇAIS.
- A **non-refundable** deposit of \$50 is required from every registrant to cover administration and coordination fees.
- If applicable, the \$50 registration fee can be paid by the employee professional allowance. Please ask your manager/supervisor for more details.
- E-transfers are to be sent to santeenfrancais@santeenfrancais.com with the word **FRENCH** as the security code.

PROCEDURE

After reading the Information Sheet, eligible employees should fill out a registration form and submit it to their FLS coordinator or contact person **prior to the deadline. Please do not forward these directly to the language training facility.**

- The coordinator or contact person will forward the student registration form to SANTÉ EN FRANÇAIS.
- **E-transfers** can be sent when registering or once you have received your course confirmation. Your payment needs to be made by the start of the course.
- The language training facility will contact learners by e-mail to confirm course particulars such as start date, time and location approximately one week prior to course start date.

ACCESSIBILITY

- This document available in alternate formats upon request.
- Please let us know if you require accommodations to remove barriers to participation.

Important contacts:

REGISTRATION INFO
(WRHA FLS coordinator)
Lise Alcock
(431-276-8752)

COURSE COORDINATION
(Missed class, content, questions & concerns)
Kristopher Noseworthy, Université de Saint-Boniface
(204) 237-1818, ext. 495

SANTÉ EN FRANÇAIS reserves the right to accept or reject French-language training requests. All decisions are FINAL.