

Le français en milieu de santé

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

WINTER **Email completed form to lalcock@wrha.mb.ca**

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

- 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.



Division de l'éducation permanente

IMPORTANT NOTICE: Classes start the week of Jan 16, 2023
and will be held remotely via Zoom.

- Registration must be received by **November 30th, 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.

LEVEL	*All classes will be held through remote learning technology *		
<input type="checkbox"/> Beginner 1	MONDAYS*	January 16 to March 27 <small>* no class on February 20th</small>	5 pm – 8:15 pm
<input type="checkbox"/> Beginner 2	THURSDAYS	January 19 to March 23	5 pm – 8:15 pm
<input type="checkbox"/> Beginner 3	WEDNESDAYS	January 18 to March 22	5 pm – 8:15 pm
<input type="checkbox"/> Beginner 4	TUESDAYS	January 17 to March 21	5 pm – 8:15 pm
<input type="checkbox"/> Low Intermediate <i>(Motiver son patient)</i>	THURSDAYS	January 19 to March 23	5 pm – 7:15 pm
<input type="checkbox"/> High Intermediate <i>(Aider sa communauté)</i>	TUESDAYS	January 17 to March 21	5 pm – 7:15 pm
<input type="checkbox"/> Avancé <i>(Parlons-en)</i>	MONDAYS	January 16 to March 27 <small>* no class on February 20th</small>	5 pm – 8:15 pm
<input type="checkbox"/> Perfectionnement <i>(Au travail)</i>	WEDNESDAYS	January 18 to March 22	6 pm – 9:15 pm
<input type="checkbox"/> Perfectionnement <i>(D'un œil critique)</i>	THURSDAYS	January 19 to March 23	6 pm – 9:15 pm

Last name First name Home 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 CHOOSE THE COURSE ACCORDING TO YOUR LEVEL AND NOT THE DAY. 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.*

Please check box: 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)

Winter 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 student registration form to SANTÉ EN FRANÇAIS.
Please do not forward these directly to the language training facility.
- **E-transfers** can be sent once you have received your course confirmation.
- 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
(Deadline November 30th, 2022)

Lise Alcock
(431-276-8752)

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

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