

# Provincial Travel Nursing Team

Welcome to the *July 2025 Edition* of our PTNT Newsletter. This edition will highlight important information that is relevant to *you* as a frontline nurse.

## Be In The Know

PTNT Latest Updates

### **NEW** [Sites Launched](#)

#### PMH

- **Brandon ICU- Now Active**
  - **Experience + Certification Requirements:**
    - **ICU course-** CCNOP or WCCNEP
    - *Active:* BLS, ACLS, *Strongly Preferred:* PALS, CRRT
    - EPR Order entry training- connect with PTNT Educators for info
    - ***Minimum 2 years recent ICU experience***
  
- **St Rose General Hospital – Now Active**
  - **Available programs:** *Emergency/ Medicine combined*
  - **Experience + Certification Requirements:**
    - Active ACLS, BLS, CTAS required
    - ***Minimum 1+ years or the equivalency of 2015 hours in an emergency department***
    - Please note this site will follow an independent ***posting and awarding period*** available on our website [Nursing - Shared Health - Health Providers](#)
  
- **Swan Valley Health Center – Now Active**
  - **Available programs:** *1. Emergency, 2. Medicine/ Surgery combined*
  - **Experience + Certification Requirements:**
    - Emergency: Active ACLS, BLS, CTAS required
    - Medicine/ Surgery: Active BLS and preferred ACLS
    - ***Minimum 1+ years or the equivalency of 2015 hours in the program you are bidding for shifts in***

## SHSS

- **Boyne Lodge PCH – Now Active**
  - **Experience + Certification Requirements:**
    - Active BLS
    - **Minimum 1+ years or the equivalency of 2015 hours in an LTC setting**

*For the current listing of all active sites that PTNT supports, please reference the Site Access Request Form on our webpage: [Nursing - Shared Health - Health Providers](#)*

---

### **UPDATE PTNT Leadership Team:**

PTNT Welcomes **Paige Hastings** as the newest addition to our management team. Paige brings a wealth of knowledge and experience. We are thrilled to support her transition into this new role.

- Paige will be the primary liaison manager with **NRHA**
  - Nurses who previously reported to Laurel Flaming Demler will now report to Paige
  - To connect with Paige, staff can use the same phone # that was previously used to connect with Laurel Flaming Demler. Additionally, staff can reach out to any known contact within the PTNT Leadership team to assist in connecting with Paige.
- 

### **UPDATE ShiftLink:**

As of June 16<sup>th</sup>, 2025, the IERHA posting timeline on ShiftLink has been changed to **72 hours**. PTNT nurses should refer to the Posting and Awarding calendar attached for revised dates. The *Regional posting and awarding calendar* on the Shared Health- Health providers website will also be revised to reflect these changes.

---

### **NEW Nurse Town Hall Sessions- Open invite to all PTNT Staff:**

We will be hosting open Town Hall sessions monthly via *Microsoft Teams* as a way to connect with PTNT staff. We will start by discussing 1 or 2 topics that we feel are relevant to review before opening the floor to answer any questions that are presented. We ask that staff presenting questions in these sessions first reference the available documents and guidelines on the PTNT website. If an answer is not able to be identified within the documents our educator team will provide additional support/guidance as able.

- **Upcoming dates:** July 22 & August 26
  - **Time:** 11:00 am to 12:00pm
  - **Location:** MS Teams- no registration required. Meeting Link will be sent to your work email account closer to the date
  - **Can't make the session?** We will be posting highlights from each Town Hall in our Monthly Newsletters moving forwards
-

### **NEW Service Desk self- service portal**

**Launched June 18, 2025-** This modern portal is designed to streamline how staff across Manitoba's Health Authorities interact with Digital Shared Services and submit requests. All account access requests should now be submitted through this portal which allows staff to:

- Submit **account access requests** using a new, consolidated web-based form
- **Check the status** of their Service Desk tickets
- **Add notes or updates** to existing tickets
- **Access Centralized** Resources, Guides, and FAQs related to Digital Services

Click here to access the Portal [Shared Health- Self-service portal](#)

Please see the [Self-service Portal Frequently Asked Questions](#) for more information

---

### **IMPORTANT Expense claim form updates**

1. PTNT Staff must ensure they are filling out the **most recent version** of the Expense Claim Form to avoid errors. Please ensure you are using the most recent version that is posted on the Shared Health Internet/ Intranet pages. If you are seeing an older version of the form, please ensure to [clear your browser cache](#)- instructions are linked on the Shared Health- Health Providers webpage.
2. If you have questions or requests relating specifically to *Expense Claim Forms*, please contact your PTNT Manager. Shared Health Service desk is unable to assist with escalating Expense Claim Form requests.
  - Please ensure you have your individual expense claim form **requisition #** on hand prior to reaching out

---

### **THANK YOU- Manitoba Wildfire Crisis**

We would like to sincerely thank all PTNT Staff for their continued support during the recent and ongoing wildfire crisis. Your tireless efforts to care for patients, willingness to alter schedules and support alternate sites is appreciated immensely.

Click here for the most up to date information regarding the wildfires: [Shared Health Wildfire Updates](#)

---

### **REMINDERS**

**Dissolution of PTNT Nurse App on MS Teams:** As of **July 1<sup>st</sup>, 2025**, the Provincial Travel Nurse Team will no longer utilize the PTNT Nurse App for *casual* nurses. Communication regarding the use of teams **exclusively** for EFT Staff will be distributed by our management team in the coming weeks.

**Provincial Travel Nurse Team Webpage:** All up to date information has been transitioned to our webpage including direct links to program login pages, frequently used forms and support resources.

Click here to access the site: [Nursing - Shared Health - Health Providers](#)

**How to Add New Sites to Your ShiftLink & ESP Workspaces-** Please visit the PTNT website to locate the *Site Access Request Form*.

- Please allow our team 3-5 business days to process your request
- Staff are able to select up to 5 sites per region- per submission

**Educational Requests:** Looking to renew a certification or obtain a new certification that complements your current skillset?

- Please visit the PTNT Website to locate the *Education Request Form*
- Note- Staff must request to obtain educational certifications first through their home region/ unit prior to requesting through PTNT where applicable

---

# What's New?

*Clinical and Education Information*

## **REMINDER CTAS New Material- certificate submission**

If you are an emergency department trained triage nurse who has obtained the CTAS new course update, please submit your certificate to [PTNTEducators@shaedhealthmb.ca](mailto:PTNTEducators@shaedhealthmb.ca) no later than **July 21<sup>st</sup>, 2025**.

- Missed the June 30<sup>th</sup>, 2025 recommended deadline to obtain the new course? Firstly, please register for the course through a home unit that you hold an EFT position in. If that is not applicable, please fill out an Education Request Form- available on our web page. PTNT Educators will review your request and if approved will coordinate an appropriate course for you register in.
-

### ***NEW Provincial Electrocardiography (ECG) Requisition Form***

A new provincial Electrocardiography Requisition Form has been released for use in Manitoba. All ECG requisitioners must use this form going forward. The form has been sent to all provincial EMR vendors and is also available on the Diagnostic Services section of the Shared Health website.

Click here to access the form: [Provincial ECG Requisition Form](#)

---

### ***UPDATED Measles Information for Staff***

Health-care facilities in Manitoba are currently seeing an increase in exposure to the number of measles cases being reported. For current information and material please visit the Shared Health Webpage

Click here: [Measles - Shared Health - Health Providers](#)

---

***UPCOMING LMS Modules Due in August-*** Modules listed below will be required to be renewed/completed by *August 31<sup>st</sup>, 2025*

- **Respectful Workplace- One Time** Completion
  - **Workforce ESP: Employee Self Service- One Time** Completion
  - **Active Offer in Healthcare- English: LMS-2016-** Renewal **Every 2 years** Required
  - **Hazardous Medication and Waste Safe Handling-** Renewal **Every 2 years** Required
  - **WHMIS- LMS 1207-** Renewal **Every 3 years** Required
- Please check your [LMS learning history](#) to ensure that your modules are up to date.  
*\*\*Failure to complete will result in a performance conversation with your primary manager*
- 

### ***UPCOMING EDUCATIONAL OPPORTUNITIES***

#### **Trekk- Translating Emergency Knowledge for Kids FREE Education**

- Wanting to expand your knowledge of pediatric conditions and the current best practice treatments? Visit the website for updated information on topics including:
  - **Concussion recommendations**
  - **New- Respiratory Distress Algorithm**
  - **Cannabis Intoxication**
  - **Burns Recommendations & More**
- **Trekk Website:** [Trekk - Translating Emergency Knowledge for Kids](#)

## Wellbeing Hub

Shared Health employees are eligible to access this resource at any time for opportunities tailored to support the well being of health-care staff across Manitoba.

Current opportunities include:

- Psychological Safety and Health: Helping yourself and Others in the Workplace (registration through LMS)
- Building Resiliency Through Self-Care (registration through LMS)

Visit the wellbeing hub here: [Wellbeing Hub - Shared Health - Health Providers](#)

## Virtual Ethics Discussion Free Education

Have an interest in ethics and how nurses are faced with these hard questions? Join one of many upcoming ethics discussions that include *Reproductive Ethics, Resource Allocation, Ethics Issues in Acute Care and more!*

- **No New events scheduled for July 2025-** View previous ethics discussions here: [Session Recordings | Health Care Ethics](#)

# Collective Agreement

**Manitoba Nurses Union:** Are you wanting to know who your MNU Labor Relations Officer is for PTNT?

- The Provincial Travel Nurse Team falls under **Local 161**
- **Christine St. George** is the LRO for Local 161
  - Email: [cstgeorge@manitobanurses.ca](mailto:cstgeorge@manitobanurses.ca)

# Regional Updates

## Interlake Eastern Regional Health Authority

PTNT Nurses who frequently support IERHA **Emergency Departments or Medicine units** are welcome to request attendance at a *Regional Education Day (RED)*

- This education is mandatory for IERHA internal staff. PTNT Nurse requests will be reviewed on an individual case basis
  - Separate RED sessions are being held for both ED and Medicine Nursing programs- see attached posters
  - If this applies to you, please visit our webpage and fill out an *Education Request Form*
- 

## Southern Health Santé Sud

**FREE Mental Health First Aid** – The Mental Health Commission of Canada reports that **1 in every 5** Canadians experience a mental health problem within a given year. Are you wanting to further your knowledge base to support these individuals in a time of need? Register for this *free* session today.

**Date:** August 20<sup>th</sup> and 21<sup>st</sup>, 2025

**Time:** 0900-1630 each day

**Location:** Boyne Lodge- 120-4<sup>th</sup> Ave SW, Carman MB

**Registration Link:** [Mental Health First Aid \(MHFA\) | Carman - SH-SS StaffNET](#)

**FREE Dementia Care Education for Long Term Care Nurses**- This educational session will help nurses further understand the links between the brain and behaviors, allow nurses the ability to differentiate between dementia, delirium and depression and more! Interested? Register for this *free* session today.

**Date:** September 23 + 24, 2025

**Time:** 0800-1630 on either day

**Location:** September 23<sup>rd</sup> -Gladstone Health Centre. 24 Mill St, Gladstone MB  
September 24<sup>th</sup>- Boyne Lodge. 120-4<sup>th</sup> Ave SW, Carman MB

**Registration Link:**

**September 23<sup>rd</sup>:** [Dementia Care Education for PCH | Nurses-HCAs-Support Staff - SH-SS StaffNET](#)

**September 24<sup>th</sup>:** [Dementia Care Education for PCH | Nurses-HCAs-Support Staff - SH-SS StaffNET](#)

**\*\*Note:** Staff participation in these sessions is at their own discretion. Mileage, per diems and attendance are *not* eligible to be claimed for these sessions unless approved through an education request form.

---

## Northern Regional Health Authority

**Important Changes** All *availability forms* must be sent *solely* to [SHProvincialTravelNurseTeam@sharedhealthmb.ca](mailto:SHProvincialTravelNurseTeam@sharedhealthmb.ca).

- Forms/ texts or emails that are communicated directly to NRHA schedulers/ managers will not be considered
- Nurses are only eligible to complete the form to request shifts in the following circumstances
  - It is an active posting and awarding period per the NRHA timelines
  - Communication regarding outstanding/short call needs has been disseminated to the PTNT team
- Nurses are **not** eligible to submit dates they are available to work that do not coincide with communicated needs by the region
- Nurses who require a flight to NRHA must check the Calm Air website and only request dates when there is a scheduled flight. If you have a preferred flight time, please include that on the availability form in the comments section.
  - Check flight schedules here ➡ [Calm Air Flights](#)

