

NURSING TUTORING ESSENTIALS

MAXIMISING
POTENTIAL THROUGH
INDIVIDUAL
ATTENTION BY
UTILISING UNIQUE
AND REVOLUTIONARY
METHODS.

Process Ongoing Standard
Respect Specialist
Contemporary Credibility
Professional Better Recognition
Promotion Speciality
Education Patient Care
Skills

SERVICES CONTRACT



Consultation Hours

| | |
|-----------|--|
| Monday | 11:00 am - 5:00 pm |
| Tuesday | 11:00 am - 5:00 pm |
| Wednesday | 11:00 am - 5:00 pm |
| Thursday | 1:00 pm - 9:30 pm |
| Friday | 1:00 pm - 9:30 pm |
| Saturday | CLOSED * appointments available in exceptional circumstance |
| Sunday | CLOSED |

nursing
tutoring ESSENTIALS



NursingTutoringEssentials.com.au
info@nursingtutoringessentials.com.au
0426 975 364

Student Information

| | | | |
|----------------------------------|--|------------|--|
| Name: | | Email: | |
| Address: | | | |
| University & Degree enrolled in: | | Mobile No: | |

Payment Terms and Conditions:

- Tutorial Sessions (In Person):
 - Payment is due and payable on completion of tutorial session.
- Tutorial Sessions (Remote):
 - Payment is due in full prior to the commencement of the allotted tutorial time.
 - Payment must be for the total amount of hours of the appointment made according to the written quote that Nursing Tutoring Essentials will provide the student prior to the commencement of the booked appointment.
- Editorial / Proof Reading Services (Remote):
 - Nursing Tutoring Essentials will provide a written quote prior to the commencement of the editorial services which will include the date the student will provide the work to be edited and the date the work will be returned by the editor.
 - Should the editor be unable to meet the deadline set, Nursing Tutoring Essentials will call to confirm an extension prior to further work commencing.
 - Payment is due in full prior to the return of the completed work.
 - On emailing the work completed, the editor will call the student, collect payment and discuss the work returned to the student: This telephone call is a complimentary (free) service offered to the student.
 - The student will receive via email or post (whichever the student requests) a written invoice and receipt of the services purchased upon payment.

Contract Length:

This contract is valid for the period of signing until the Tutor/Student relationship is terminated in writing by either party.

Tutorial, Proof Reading and Editorial Agreement:

Please read the below Tutorial disclaimer. By signing this Tutorial Agreement, you agree that you understand and will abide by the Terms of Service as described below and I agree that I have downloaded and read the Terms and Conditions (General) of Nursing Tutoring Essentials in addition to the Proof Reading and Editing Policy of Nursing Tutoring Essentials available at <http://www.nursingtutoringessentials.com.au/information/>:

- 1) Nursing Tutoring Essentials will not provide students with past assignments or exam papers. If a student is found to have plagiarised assignment or exam answers, OR, requests Nursing Tutoring Essentials to write assignments on their behalf, Nursing Tutoring Essentials will be obliged to report the misconduct to the relevant university.
- 2) The student acknowledges and agrees that Nursing Tutoring Essentials services are provided for the purpose of learning, not cheating. The student is not to inquire or hire tutors to complete assignments, write papers, take quizzes or otherwise do work on the students behalf. Further, the student is not to Nursing Tutoring Essentials services for any purpose that violates the academic integrity policy or other conduct policies of the student's school, university, academic institution or workplace. As such, the student must adhere to the applicable University's Academic Integrity policy.
- 3) The student states that they have permission to use the services of a tutor/editor for the work they have requested Nursing Tutoring Essentials assistance on, and that the university's guidelines comply with editorial guidelines within the policies outlines in <http://www.nursingtutoringessentials.com.au/proof-reading-editing/>.
- 4) Nursing Tutoring Essentials will facilitate students understanding of the course material rather than provide answers to specific assessment questions.
- 5) Nursing Tutoring Essentials expressly disclaims, and the student expressly releases Nursing Tutoring Essentials from, any and all liability whatsoever for any controversies, claims, suits, injuries and/or damages arising from and/or in any way related to: (a) any inaccuracy, untimeliness or incompleteness regarding any and all sessions held with Nursing Tutoring Essentials and/or (b) misstatements or misrepresentations made by Nursing Tutoring Essentials.
- 6) Most sessions are held via Skype, email or telephone or sometimes in the office. However, if the tutorial session is to be held on campus, the student is responsible for arranging the appropriate location.
- 7) The student acknowledges that 24 hours cancellation notice is required or the session will be charged IN FULL and payment must be made within 7 days.
- 8) For non-payment of fees, Nursing Tutoring Essentials reserves the right to cancel any future sessions booked. In addition Nursing Tutoring Essentials will actively seek non-payment of fees via debt collectors and/or the Australian legal system. Should this occur, the student agrees to reimburse Nursing Tutoring Essentials for any and all expenses incurred to recover the monies owed by the student.
- 9) Nursing Tutoring Essentials reserves the right to change the appointment time and/or location without notice.
- 10) Nursing Tutoring Essentials guarantee all of the student's personal details and work will be kept in the strictest of confidence with the exception of (1), (2), (3) or (8) occurring.

I, 'The Student', have read, understood and agree to abide by the Terms of Payment and Conditions as described above on this page and agree that I have downloaded the Terms and Conditions of Nursing Tutoring Essentials and will abide by these.

Signed: _____

Date: _____

Full Name: _____

By signing [or typing in the case of an e-copy] your name here you have read, understood and agree to abide by the terms and conditions appearing on this page



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Promotion Speciality
Education Patient Care
Skills

Dr. Georgia Geller

**Principal Owner | Dr. in Nursing |
Senior Clinical Nursing Instructor**

Nursing Tutoring Essentials is committed towards contributing to the knowledge development of our future nurses. Dr. Geller is the Principal Owner of Nursing Tutoring Essentials and [Nursing Essentially](#). She is a Dr. in Nursing (PhD: Psychiatric Risk Assessment and Management), a Registered Nurse, has completed Honors (First Class), Sociologist and a peer reviewer for four major journals and has been for the last 5 years. She was awarded an APA Scholarship to complete her doctoral studies, and tutors privately in enrolled, undergraduate and post graduate nursing topics Australia wide. Her specialty is PhD, Masters, Honours thesis writing support and editorial assistance across the world.

She is also the Director, Canine Behaviourist, Certified Professional Dog Trainer and Head Trainer of [Canine Essentials](#) with a nationally recognised dog behaviour and training qualification. She is authorised to train and independently assesses Assistance Dogs (with a client base that focuses on mental health animal assisted treatment modalities) and conducts Animal Assisted Therapy sessions (fully insured).

Of particular interest to her is advocacy for health care issues such as the ethical aspects of patient admissions and need for holistic care, assistance animals as a treatment modality, legislative and policy adherence in relation to the use of assistance animals and protecting vulnerable groups in Australia. Her focus of research is in the area of dog-human relations in the context of health, concentrating on assistance animals and mental health. Current: National Police Clearance (includes working with children).

Qualifications: PhD, BNgHons1, CertIIIDogBehTrng, CPDT-KSA, RN, BNurs, CertFinMkts.

Version Control

Related Acts, Policies and Documents

- o Disability Discrimination Act (1992).
- o Equal Opportunity Act (1984).
- o Work Health and Safety Act (2011).
- o Scope of Practice for Registered Nurses and Midwives.
- o ICN Code of Ethics for Nurses.
- o Registered Nurse Standards for Practice.
- o Privacy Act (1988).
- o Nursing Tutoring Essentials [Privacy Policy](#).
- o Nursing Tutoring Essentials [General Policies](#).
- o Nursing Tutoring Essentials Policies: [Proof Reading & Editing Guidelines](#).
- o National Law: Section 39 - Mandated Reporting.
- o Children and Young People Act 2008 (ACT), Children and Young Persons (Care and Protection) Act 1998 (NSW), Care and Protection of Children Act 2007 (NT), Child Protection Act 1999 (Qld), Children's Protection Act 1993 (SA), Children, Young Persons and their Families Act 1997 (Tas.), Children, Youth and Families Act 2005 (Vic.).

Policy Custodian

Dr. Geller

Responsible Officer

Dr. Geller

Endorsed By

Dr. Geller

Reviewed By

Mr. Jolly

| Date | Version | Approved By |
|--------------------------------|---------|-------------|
| 1 st January 2016 | 1 | Dr. Geller |
| 1 st January 2017 | 2 | Dr. Geller |
| 1 st March 2018 | 3 | Dr. Geller |
| 30 th December 2013 | 1 | Dr. Geller |
| 20 th April 2014 | 2 | Dr. Geller |
| 30 th June 2014 | 3 | Dr. Geller |
| 1 st September 2014 | 4 | Dr. Geller |
| 1 st January 2015 | 5 | Dr. Geller |
| 20 th April 2015 | 6 | Dr. Geller |
| 30 th June 2015 | 7 | Dr. Geller |
| 1 st September 2015 | 8 | Dr. Geller |
| 1 st January 2016 | 9 | Dr. Geller |
| 1 st April 2016 | 10 | Dr. Geller |
| 30 th June 2016 | 11 | Dr. Geller |
| 1 st January 2017 | 12 | Dr. Geller |
| 15 th April 2017 | 13 | Dr. Geller |
| 30 th June 2017 | 14 | Dr. Geller |
| 1 st September 2017 | 15 | Dr. Geller |
| 1 st January 2017 | 16 | Dr. Geller |
| 8 th April 2017 | 17 | Dr. Geller |
| 30 th June 2017 | 18 | Dr. Geller |
| 1 st September 2017 | 19 | Dr. Geller |
| 1 st January 2018 | 20 | Dr. Geller |
| 7 th April 2018 | 21 | Dr. Geller |



www.NursingTutoringEssentials.com.au | fully insured | ABN 99663609029

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