

# WELCOME TO GERMANY

Information brochure for international nursing professionals

**Bethanien Foundation Moers**

Bethanien Hospital Foundation, Bethanienstraße 21, 47441 Moers

Moers, 12 January 2022



# Welcome to Germany

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## 2. Welcome to the Bethanien Foundation

Those who have successfully completed nursing training in their home country and are now pursuing the goal of continuing their professional activity in another country will find very good conditions in Germany for starting a job as a nursing specialist. In Germany, there has been an increasing demand for nursing professionals for several years. For this reason, many German employers recruit staff abroad.

We, the Bethanien Hospital Foundation in Moers (Stiftung Bethanien Moers), are also pleased to receive international applicants for the nursing profession. However, we are also aware that the decision to change jobs in connection with a move abroad is a big and important step and is therefore associated with many questions and uncertainties.

Therefore, we would like to help you feel well informed and supported in your decision-making process. In the following, we have compiled important information for you to make your start in Germany and at the Bethanien Hospital Foundation easier.

In addition, we would like to refer to the brochure "Information on labour migration to care in Germany". [DE\\_Information\\_Brochure\\_Fair\\_Advancement\\_Pflege\\_Deutschland.pdf \(international-bund.de\)](https://www.international-bund.de/DE/Information_Brochure_Fair_Advancement_Pflege_Deutschland.pdf?__blob=publicationFile)

This brochure also provides helpful information on labour migration to Germany in a nursing profession.

Of course, we are always there for you personally. If you have any questions, please feel free to contact us.

We wish you a good start and look forward to a future together in Moers.

Dr Ralf Engels  
Board of Directors

Angelika Linkner  
Nursing Director

Nicole Welzel  
Recruiting Management

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### 3. Who we are - Bethanien Moers Foundation

The Bethanien Hospital Foundation for the County of Moers combines 170 years of history and tradition with modern medicine, individual counselling, care and support for people in all phases of life.

The actions of all our experienced, diversely trained and specialised staff are centred on our Foundation's mission statement "Togetherness - Dignity - Humanity". Empathy and compassion as well as medical and nursing services based on scientific findings flow into our daily work. That is our claim. We attach great importance to this.

Our goal is to provide our patients with the best possible care at the highest medical level. We achieve this goal with highly motivated staff, to whom we offer a future-oriented and secure working environment as the largest employer in Moers. Beyond corporate structures, we cultivate an appreciative and personal approach to our employees.

The Bethanien Foundation comprises an interdisciplinary health campus, at the centre of which is Bethanien Hospital as one of the largest hospitals on the left bank of the Lower Rhine. The Foundation also includes a medical care centre, the Bethanien Academy, the Bethanien Senior Citizens' Home and the Outpatient Hospice Service. As an academic teaching hospital of the University of Duisburg-Essen, Bethanien Hospital makes an important contribution to the transfer of knowledge and experience between research, teaching and patient care.

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### 3.1. Fair and ethical recruitment of international employees

We are committed to fair and ethical recruitment of international nurses, which is aligned with the WHO Code of Conduct for the International Recruitment of Health Workers. We also support the achievement of the UN goal for the sustainable development of decent work and the fight against exploitation, forced labour and human trafficking and are committed to the Employer Pays Principle.

- [WHO for the international recruitment of professionals](#)
- [The Employer Pays Principle | Institute for Human Rights and Business \(ihrb.org\)](#)

For these reasons, we also refer to the following agreements:

- International Human Rights Conventions ([OHCHR | Universal Human Rights Instruments](#))
- ILO core labour [standards](#) ([Labour standards \(ilo.org\)](#)) in particular the ILO Guidelines for Fair Recruitment and, in particular, the ILO General Principles and operational guidelines for fair recruitment (<https://www.ilo.org/global/standards/lang--en/index.htm>).
- IRIS - Standards of the International Organisation of Migration ([IRIS Standard Report . pdf \(iom.int\)](#))

### 3.2. Initial situation - shortage of skilled workers in Germany

In Germany, there is a nationwide shortage of skilled workers in all nursing professions. It can be assumed that due to demographic developments and medical progress, the need for nursing staff in inpatient acute and long-term care will continue to increase.

This shortage situation is also reflected in the district of Wesel and especially in the city of Moers. Against the background of growing needs due to legal regulations and requirements as well as the endeavour to further develop the Foundation and its facilities, the need for nursing staff will also increase for the Bethanien Foundation in the coming years. Unfortunately, this need cannot be adequately covered by the Foundation's own training or by recruiting nursing staff from Germany. For this reason, the Bethanien Foundation sees the recruitment of international nursing professionals as an important component of staff recruitment.

Against the background of our ethically and morally shaped mission statement and our principle "Togetherness - Dignity - Humanity", it is of utmost importance to us to

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accompany and shape the recruitment of international colleagues in an open, fair, transparent and sustainable manner.

Further information and counselling services on this topic of the labour market situation can be found here, for example:

<https://statistik.arbeitsagentur.de/>

### 3.3. Countries of origin and individual recruiting

People from over fifty nations and countries of origin work at the Bethanien Foundation. In the context of recruiting nursing staff, we are currently concentrating on the South American region. We also have experience in recruiting in Asia and Africa, as well as in the European region. We are open to any application from any part of the world. Not only this fact contributes to our understanding of ourselves as a cosmopolitan foundation, but also the fact that Campus Bethanien is located in a region where a multicultural society has always been present.

## 4. Occupational field - What is a regulated profession?

The term health professions covers all professions that have to do with health in the broadest sense. Health professions are not carried out in the same way everywhere in the world. In Germany, the state is responsible for some of these health professions; these professions are defined as regulated professions and are therefore considered protected.

Regulated professions can either be regulated by federal law or laid down in the state law of the respective federal state. These professions are subject to state training regulations. If you want to work in a regulated profession in Germany, you have to apply for a professional licence and prove that you have the relevant qualifications. Only when a professional licence has been granted may one work in a regulated profession in Germany.

The term "medical profession" essentially describes a professional activity that serves to diagnose, cure or alleviate illnesses and to provide medical-assisting treatment and care for patients. According to the Basic Law, the federal government regulates the admission to a health profession. The following occupational groups, among others, also belong to the healing professions:

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- Health and paediatric nurse:in (Nursing Professions Act - PflBG)
- Health care and nursing staff (Nursing Professions Act - PflBG)
- Pflegefachfrau / Pflegefachmann:in (Nursing Professions Act - PflBG)

Accordingly, the health professions belong to the regulated professions and for this reason it applies to all health professions that the professional title is protected and that the title may only be used by someone who has a German professional licence or a German licence to practise. If the professional title is used without an existing professional licence or approval, this can be punished as a criminal offence or administrative offence. The professional licence is granted upon application, as described above, and requires proof that the legally regulated training has been completed and that the respective state examination has been passed.

**Anyone who has completed their professional training abroad must therefore have their professional qualification acquired abroad recognised in Germany in order to be entitled to use the German professional title.**

You can find more information on this topic here, for example:

[Health professions: an overview \(bundesgesundheitsministerium.de\)](https://www.bundesgesundheitsministerium.de)

[Homepage: Nursing training](#)

[Homepage - Perspective on the Health Care Industry \(kompetenzen-gesundheitsberufe.de\)](https://www.kompetenzen-gesundheitsberufe.de)

### 4.1. Health suitability and legal requirements

In addition to professional qualifications, health care workers must also be able to prove that they are fundamentally fit for the job in question.

An employee is considered to be fit for the job if he or she is physically fit, has no addictions, no orthopaedic disorders or chronic infectious diseases. Illnesses associated with long-term immunosuppression can also jeopardise the health suitability to exercise the profession.



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Compulsory vaccination: For health workers in the Federal Republic of Germany, vaccination against measles and CoVid-19 is currently compulsory. In addition, vaccination against hepatitis B is recommended.

### 4.2. Education, training and continuing education for nursing professionals

The demands on nursing professionals are constantly evolving. For this reason, they are dependent on well-founded and practice-oriented education, further education and training. In the course of this, the versatility of the nursing profession becomes apparent. The development opportunities in nursing are multifaceted and offer a wide variety of career paths.

Anyone interested in working as a nursing professional in Germany may also be pursuing the goal of further professional development in Germany. For this reason, we would like to provide an overview of the training and further education opportunities in Germany and inform you about the courses offered by our own educational institution, the Bethanien Academy.

#### 4.2.1. Training opportunity

Since 2020, there has been a uniform vocational qualification for nursing professions in Germany. The aim of the generalist training is to provide nursing professionals with interdisciplinary knowledge and skills, thus enabling greater professional flexibility and more extensive career opportunities. The new occupational title is "Pflegefachfrau" or "Pflegefachmann" (nursing specialist) and thus replaces the previous occupational titles of "Gesundheits- und Krankenpfleger:in" (health and nursing professional), "Gesundheits- und Kinderkrankenpfleger:in" (health and paediatric nurse) and "Altenpfleger:in" (geriatric nurse).

#### 4.2.2 Further education and training opportunities

After successfully completing training as a nursing specialist, the nursing profession in Germany offers a wide range of opportunities for professional development. Those who want to specialise or take on more responsibility can choose from a wide range of advanced and further training courses.

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Further information and counselling services on this topic can be found here, for example:

BMBF Continuing Education and Training Advisory Service | - BMBF Infotelefon Weiterbildungsratgeber (der-weiterbildungsratgeber.de)

(BMBF continuing education advisory service | telephone number: +49 800/2017909)

[BERUFENET - Find career information easily \(arbeitsagentur.de\)](https://www.arbeitsagentur.de/berufenet)

(counselling for further education/training of the Federal Employment Agency)

[Further education in nursing from A-Z | Pflegestudium.de](https://www.pflegestudium.de)

## 5. Bethanien Academy Moers

The Bethanien Academy is the central educational institution for initial, further and continuing training for medical and non-medical professions of the Bethanien Hospital Foundation with supra-regional significance. The Bethanien Academy Moers is made up of the following areas:

- of the nursing school of the Bethanien Academy Moers
- the Department of Communication and Language Support
- the Department of Continuing and Further Education

### 5.1. Bethanien Academy Nursing School

The state-recognised nursing school of Bethanien Akademie Moers according to § 9 of the Nursing Professions Act (PflBG) has been in existence since 1941. In addition to the sponsor, other partners of the nursing school have been members since November 2019. These are in detail:

- Johanniter Krankenhaus Rheinhausen GmbH, Duisburg
- AWO Arbeiterwohlfahrt, Moers
- Hospital zum Heiligen Geist, Kempen
- Die Pflege - Ambulanter Pflegedienst GmbH, Moers
- Grafschafter Diakonie, Moers

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In addition, the nursing school of the Bethanien Akademie Moers works together with other cooperation partners. Cooperations exist with:

- Psychiatrie und Psychotherapie St. Nikolaus Hospital, Rheinberg
- Kath. Fachseminar für Altenpflege Duisburg e.V. , Duisburg
- LVR-Klinik Bedburg-Hau, Klinik am Geesthof, Geldern
- St. Augustinus Specialist Clinics, Königshof Clinic, Krefeld
- Sana Kliniken, Bertha Hospital, Duisburg
- Neukirchener Erziehungsverein, Moers

Due to the above-mentioned network and cooperation partners, the catchment area of the nursing school extends far beyond the borders of the city of Moers into the surrounding regions.

The nursing school offers 140 training places annually in five courses. Training starts on 1 April, 1 August and 1 October of each year.

## 5.2. Department of Communication and Language Support

One focus of the Bethanien Academy is the communicative training and further education of all interested parties as well as the modular language support of international professionals and trainees.

Language training for health care workers at the Bethanien Academy basically pursues two central goals. Firstly, the aim is to achieve the language level required for the exercise of the respective profession, in accordance with the Common European Framework of Reference (CEFR) for German as a general language. For recognition as a nursing specialist, the language level B2 is binding. The second, no less important goal is the acquisition of professional language. Analogous to the general language, the specialist language of nursing must be demonstrated at level B2. B1 (CEFR) is currently required for entry into Germany; qualification for B2 can be obtained in Germany via the Bethanien Academies.

The assessments of the Bethanien Akademie are recognised by the Düsseldorf district government for language tests and language level examinations. Since 2020, the Bethanien Akademie has been commissioned by the district government to conduct professional language tests as part of the professional recognition procedure.

### 5.2.1 Common European Framework of Reference (CEFR)

The Common European Framework of Reference is concerned with the assessment of progress in learning achievements with regard to a foreign language. The aim is to make the various language certificates comparable with each other and to create a benchmark for the acquisition of language skills.

The CEFR levels are basically divided into:

- A: Elementary language use
- B: Independent use of language
- C: Competent use of language

These are again divided into a total of 6 levels:

<b>A1</b> <b>BEGINNERS:INSIDE</b>	Can understand and use familiar everyday expressions and very simple phrases aimed at the satisfaction of concrete needs. Can introduce him/herself and others and ask questions about him/herself - e.g. where he/she lives, people he/she knows, things he/she has - and can answer such questions. Can communicate in a simple way if the interlocutor speaks slowly and clearly and is willing to help.
<b>A2</b> <b>Basic knowledge</b>	Can understand sentences and frequently used expressions related to areas of most immediate relevance (e.g. personal and family information, shopping, work, local area). Can communicate in simple, routine situations involving a simple and direct exchange of information on familiar and routine matters. Can describe in simple terms own background and education, immediate environment and things related to immediate needs.
<b>B1 Advanced language use</b>	Can understand the main points when clear standard language is used and when dealing with familiar matters from work, school, leisure, etc. Can deal with most situations encountered when travelling in the language area. Can deal with most situations encountered when travelling in the language area. Can produce simple and coherent text on familiar topics and areas of personal interest. Can describe experiences and events, dreams, hopes and ambitions and give brief reasons or explanations for plans and opinions.
<b>B2</b> <b>Independent use of language</b>	Can understand the main ideas of complex texts on both concrete and abstract topics, including technical discussions in his/her field of specialisation. Can communicate so spontaneously and fluently that a normal conversation with native speakers is quite possible without major effort on either side. Can express him/herself clearly and in detail on a wide range of subjects, explaining a point of view on a topical issue and giving the advantages and disadvantages of different options.
<b>C1</b> <b>Expert language skills</b>	Can understand a wide range of demanding, longer texts, including implicit meaning. Can express him/herself fluently and spontaneously without having to search for clearly identifiable words. Can use the language effectively and flexibly in social and professional life or in training and study. Can express him/herself clearly, in a structured and detailed way on complex subjects, making appropriate use of various means of linking texts.
<b>C2</b> <b>Approximately native speaker knowledge</b>	Can understand with ease virtually everything he/she reads or hears. Can summarise information from a variety of written and spoken sources, giving reasons and explanations in a coherent presentation. Can express him/herself spontaneously, very fluently and accurately, making clear finer shades of meaning even in more complex situations.

[www.europaeischer-referenzrahmen.de](http://www.europaeischer-referenzrahmen.de)

### 5.2.2 Participation in language courses of the Bethanien Academy

The integration into language support is always based on an initial language test by language trainers of the Bethanien Academy. Existing language certificates are always taken into account, but the language level is always checked and certified. An initial language test can also take place as part of the first interviews before entry as a video meeting.

On the basis of the respective initial test, the language trainer:in makes a recommendation on how to proceed. On the basis of the CEFR-capable descriptions, participation in defined language courses and the necessary scope of instruction is recommended.

Depending on the necessary language support, a corresponding leave of absence from the departmental service is granted. In principle, participants in courses to reach the B2 level are exempted. Upon reaching this level and changing to a voluntary C1 course, the leave of absence ends. Finally, participation must be in harmony with the work schedule.

Teilnahme an folgenden Sprachkursen nach Gemeinsamen Europäischen Referenzrahmen (GER)					
<input type="radio"/>	IntB1	Intensivsprachkurs B1 (mit Freistellung)	<b>B1</b>	Mo. 15:00-19:00; Di. 08:00-15:00; Mi. 15:00-19:00; Do. 08:00-15:00; Fr. 08:00-15:00	29 UE/Wo.
<input type="radio"/>	IntB2	Intensivsprachkurs B2 (mit Freistellung)	<b>B2</b>	Di. 08:00-15:00	7 UE/Wo.
<input type="radio"/>	PfIB2	Deutsch für Pflegeberufe B2 (mit Freistellung)	<b>B2</b>	Mo. 15:00-16:00; Di. 15:00-16:00	2 UE/Wo.
<input type="radio"/>	PfIC1	Deutsch für Pflegeberufe C1 (ohne Freistellung)	<b>C1</b>	Mi. 15:00-16:00; Do. 15:00-16:00; Fr. 15:00-16:00	3 UE/Wo.
<input type="radio"/>	GesC1	Deutsch für Gesundheitsberufe C1 (ohne Freistellung)	<b>C1</b>	Mo. 16:00-17:30; Do. 16:00-17:30	3 UE/Wo.
<input type="radio"/>	MedC1	Deutsch für Mediziner C1 (ohne Freistellung)	<b>C1</b>	Mo. 17:30-19:30; Di. 17:30-19:30	4 UE/Wo.
<input type="radio"/>	TeamC1	Teamkommunikation C1 (ohne Freistellung)	<b>C1</b>	Di. 16:00-17:30	2 UE/Wo.
<input type="radio"/>	BriefC2	Arztbriefschreibung C2 (ohne Freistellung)	<b>C2</b>	Do. 17:30-19:30	2 UE/Wo.
Zum Erreichen eines Sprachniveaus nach GER wird ein Gesamtumfang von <b>120 Unterrichtseinheiten</b> (UE) benötigt. Dieser Gesamtumfang ist in vier Module von je 30 UE unterteilt.					

To reach a language level, for example from B1 to B2, an average of 120 teaching units (UE) are required. These are divided into four modules of 30 units each. Language acquisition is strongly dependent on the individual learning abilities of the participant. Successful achievement of the target level after 120 units is not guaranteed.

The language courses of the Bethanien Akademie are modular and specially designed for employees in the health care sector. The modular structure means that participants can be integrated into a course at any time. As the participants' language skills increase, they

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are assigned to courses that build on them. Due to the special focus on employees in the health sector, general and technical language are always taught together in all courses.

The focus of language teaching is on the following main points:

<b>Focus:</b> Professional competence Basic linguistic competence	Content and expertise Overall impression Implementation of the overall audit scenario Situational and interactive appropriateness
<b>Focus:</b> Pragmatic competence Strategic competence	Communicative success Spontaneity, fluidity, clarity Strategies Language style
<b>Focus:</b> Linguistic communicative competence Linguistic competence	Text coherence/cohesion Linguistic diversity (general and specialised vocabulary) Grammatical variety, syntax Correctness Intonation (pronunciation)
<b>Focus:</b> Intercultural competence Sociolinguistic competence	Appropriate language action in the target language Dealing appropriately with challenging situations

The Bethanien Akademie conducts language examinations before, during and after the respective course. The test before the course is to be understood as an introductory test. It serves to determine the current language level of the participants. The other examinations serve to determine the learning progress or as a final examination.

Final examinations are held at general language level B2 by the language trainers of the Bethanien Akademie at the end of each 120-unit course after prior registration. An examination board consisting of a language trainer and an accredited teacher for nursing professions is responsible for taking a specialist language examination.

### 5.2.3 Implementation instructions for subject language examinations

<b>Framework conditions:</b>	<ul style="list-style-type: none"><li>• Exam duration: 40-60 minutes</li><li>• Written and oral part</li><li>• Elaboration of the examination content by the nursing school</li><li>• Result: Determination of whether or not there is sufficient knowledge of the German language, no grading.</li></ul>
<b>Audit Committee:</b>	<ul style="list-style-type: none"><li>• consists of at least two members</li><li>• the members must be recognised teachers or the recognised head of school or their deputy according to the Nursing Professions Act</li></ul>
<b>Procedure for the language exam:</b>	<ul style="list-style-type: none"><li>• 10 minutes preparation</li><li>• 15 minutes anamnesis talk</li><li>• 15 minutes simplified care planning in sentence form</li><li>• 20 minutes discussion about the content</li></ul>
<b>Examination criteria:</b>	<ul style="list-style-type: none"><li>• Content and subject knowledge (vocabulary), including numerical comprehension, units of measurement</li><li>• Text coherence/connection between successive sentences</li></ul>

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	<ul style="list-style-type: none"><li>• Vocabulary in general</li><li>• Pronunciation</li><li>• Communicative success</li></ul>
<b>Assessment of the exam:</b>	<ul style="list-style-type: none"><li>• Protocol on the course of the examination</li><li>• Use evaluation matrix</li><li>• the head teacher or his/her deputy confirms the examination result as well as the course of the examination in accordance with the implementation instructions</li></ul>

### 5.2.4 Free language courses for employees

Participation costs are due for participation in language courses at the Bethanien Akademie Moers: The costs per module (30 units) are € 600.00. The total costs for all four modules of a language level (120 units) thus amount to € 2,400.00 (as of October 2021). A fee of € 90.00 is charged for conducting entry tests to determine the current language level. A fee of €80.00 is due for language examinations for submission to the district government. The described participation costs are covered by the Foundation for employees of the Bethanien Foundation. Likewise, the fees for language tests and examinations are waived completely for employees of the Bethanien Foundation.

You can find more information and counselling services on this topic of language acquisition here, for example:

<https://www.ein-tag-deutsch.de/>

<https://www.deutsch-am-arbeitsplatz.de/>

<https://www.make-it-in-germany.com/>

<https://www.europaeischer-referenzrahmen.de/>

### 5.3. Department of Continuing Education and Training

The further education and training courses offered by the Bethanien Akademie Moers are open to all employees of the Bethanien Hospital Foundation, healthcare professionals and all other interested parties.

The structured professional development of nursing staff is of utmost importance to Stiftung Krankenhaus Bethanien and offers various focal points. Since 2020, the Bethanien Academy has been accredited by the German Hospital Association (DKG) for further training in practical guidance as well as further training in the management of a ward or area. The Bethanien Academy also offers the legally required annual further training in vocational pedagogy for practice supervisors of 24 hours. In the past

verification period 2020/2021, around 160 practice supervisors completed their further training at the Bethanien Academy in Moers.

Since 2020, the School of Nursing has offered structured preparation of international nursing professionals for professional recognition in Germany in the form of a modular adaptation course.

## 6. Recognition process as a nursing professional

Anyone wishing to work as a nursing professional in Germany must have their professional qualification obtained abroad recognised. To do this, the so-called recognition procedure must be carried out at the competent district government. For the federal state of North Rhine-Westphalia, this application must be submitted to the Münster district government.

In order to obtain recognition of one's already completed professional qualification, it must be proven that one possesses the competences necessary in Germany to carry out the nursing profession. Since the job description of a nurse and the associated fields of activity differ worldwide, it is possible that a nurse does not yet have certain competences that are particularly important in Germany. If this is the case, the skills that are still lacking can be acquired in Germany in the course of a qualification measure. These qualification measures take place either within the framework of a knowledge test or in the course of an adaptation course. The applicant receives an overview of which competences still need to be compensated for by means of the so-called deficiency notice. The notice of deficiency is issued by the district government. If a nursing professional already has all the necessary competences for carrying out the nursing profession in Germany, the professional qualification may already be recognised before entering Germany. In this case, the district government issues a notice certifying the equivalence of the vocational training acquired abroad.

### 6.1. Knowledge check


In an oral and written examination, the contents of the training acquired abroad are tested for equivalence with the German training. The special preparatory courses for nursing professionals offered for this purpose provide optimal preparation for successfully taking the respective examination.



### 6.2. Adaptation qualification

The adaptation qualification is a course that is adequately oriented towards the participants' need for post-qualification - the adaptation course. As a rule, these are modular courses. If it is part of the requirement in the recognition notification, B2 language courses are taught, specialist training is provided and internships are completed in hospitals.

### 6.3 Comparison of knowledge test and adaptation training course

Adaptation Course (AL)	versus	Knowledge check (KP)			
Recognition of vocational training acquired abroad in the nursing and health care professions					
<b>Definition and objectives</b> <ul style="list-style-type: none"><li>The compensatory measures to be fulfilled differ from participant to participant due to the deficits identified.</li><li>The necessary compensatory measures can include both theoretical-practical instruction and practical training content.</li></ul> <div><b>Adaptation Course</b><table><tr><td><b>Option 1</b><ul style="list-style-type: none"><li>Theoretical lessons</li><li>Practical application</li></ul></td><td><b>Option 2</b><ul style="list-style-type: none"><li>Theoretical lessons</li></ul></td><td><b>Option 3</b><ul style="list-style-type: none"><li>Practical application</li></ul></td></tr></table><b>Professional licence via the public health department</b><ul style="list-style-type: none"><li>Objective: Upon completion of the AL, the participant will be able to demonstrate the knowledge and skills required to practice the profession.<ul style="list-style-type: none"><li>All compensatory measures completed ✓</li><li>Equivalency notice from the district government ✓</li><li>Application for a professional licence via the local health authority ✓</li></ul></li></ul></div>	<b>Option 1</b> <ul style="list-style-type: none"><li>Theoretical lessons</li><li>Practical application</li></ul>	<b>Option 2</b> <ul style="list-style-type: none"><li>Theoretical lessons</li></ul>	<b>Option 3</b> <ul style="list-style-type: none"><li>Practical application</li></ul>		<b>Definition and objectives</b> <ul style="list-style-type: none"><li>The proof of equivalence of the foreign vocational training to be provided can be demonstrated by taking a knowledge test.</li><li>The decision of the district government determines how many care situations are part of the examination.</li><li>Successful completion of a CP can demonstrate that the participant has the required competences and skills.</li></ul> <div><ul style="list-style-type: none"><li>The examination registration is done via the state examination office and the examination is chaired by a professionally suitable representative of the authority.<ul style="list-style-type: none"><li>Passed knowledge test (theoretical &amp; practical test) ✓</li><li>Application for a professional licence via the local health authority ✓</li></ul></li></ul></div>
<b>Option 1</b> <ul style="list-style-type: none"><li>Theoretical lessons</li><li>Practical application</li></ul>	<b>Option 2</b> <ul style="list-style-type: none"><li>Theoretical lessons</li></ul>	<b>Option 3</b> <ul style="list-style-type: none"><li>Practical application</li></ul>			

### 6.4. Professional recognition by the Bethanien Foundation

On presentation of a power of attorney, which is signed personally and sent in the original to the district government, the application for professional recognition can be made directly via the Recruiting Management of the Bethanien Hospital Foundation. In this way, bureaucratic difficulties in understanding can be avoided.

You can find a template for the power of attorney here:

[Application - DS \(bezreg-muenster.de\)](https://www.bezreg-muenster.de)

It should be noted that the application for persons from a third country must be submitted by post. For persons from the European Union, the European Economic Area and Switzerland, however, the application can be submitted electronically.

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In addition to the above-mentioned power of attorney, further documents are required for the application to the district government. To give you an overview of which documents are required for your application for professional recognition, we have prepared the Checklist - Application for Determination of Equivalence.

This checklist also provides you with information on the required form of the respective documents. It must be taken into account that the requested documents must usually be translated into German by a sworn translator and a certified copy must be submitted for certification of authenticity. It should be noted that the documents must always be certified by an official of the German embassy.

### 6.4.1 Checklist - Application for determination of equivalence

Documents for the application for the determination of equivalence for training as a health care worker and nurse:in in the federal state of North Rhine-Westphalia completed outside the EU.

No.	Document	required shape	
1	Application for determination of equivalence	Original and signed	<input type="checkbox"/>
2	Curriculum vitae	Original and signed	<input type="checkbox"/>
3	Passport	Copy (without translation)	<input type="checkbox"/>
4	Marriage certificate, birth certificate	Copy of the English or German translation	<input type="checkbox"/>
5	Diploma   Final Certificate	The certified copy in German or English translation. The translation must be done by a sworn translator.	<input type="checkbox"/>
6	Licence   Professional Examination   Registration	The certified copy in German or English translation. The translation must be done by a sworn translator.	<input type="checkbox"/>
7	Appendix to the Diploma	Annex to the diploma incl. training content and hours.  A simple copy in German or English translation.	<input type="checkbox"/>

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<b>8</b>	Time sheet	Training content with proof of hours   if proof of weekly hours per subject, the number of teaching weeks per semester must be listed.  A simple copy and a simple German or English translation.	<input type="checkbox"/>
<b>9</b>	Proof of professional experience	Certified copy in original language and German/English translation by an appointed or sworn translator.	<input type="checkbox"/>
<b>10</b>	If applicable, previous decisions on professional recognition	A simple copy.	<input type="checkbox"/>

In addition, we would like to give you a visual representation of the process flow of the recognition procedure at the Münster District Government. The first figure is intended to give you an overview of the entire process. Subsequently, we would like to explain the individual process steps to you in Figures 2 to 4.

### Process description of the recognition procedure Health care workers and nurses (from third country)

*North Rhine-Westphalia*

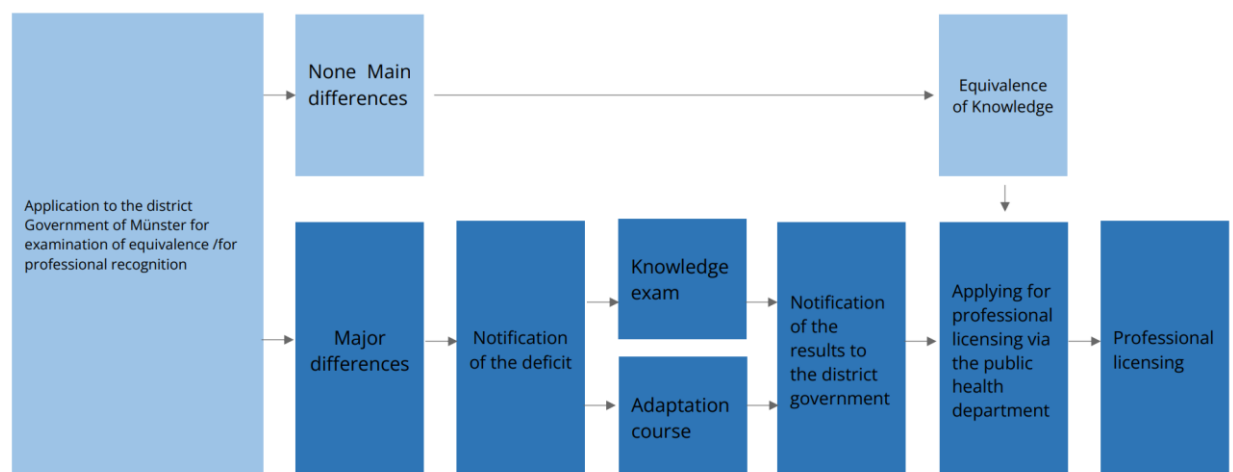


Figure 1: Process description of the recognition procedure for nurses: internal (from third countries)

**Figure 2 refers to** the first process steps of the recognition procedure. In this step, your complete documents are sent to the Münster district government for review. You will then receive a decision from the district government. This will provide you with information about any deficits that still need to be compensated for.

### Process description of the recognition procedure Health care workers and nurses (from third country)

*North Rhine-Westphalia*

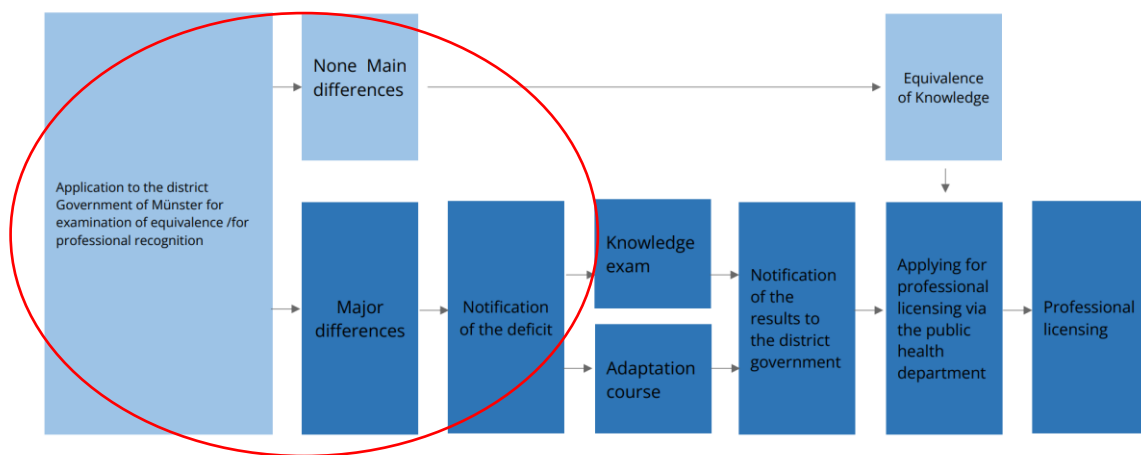


Figure 2: Application and assessment of equivalence

**Figure 3** covers the entire process of the qualification measure; as already mentioned, this measure can take place both in the form of an adaptation course or by taking a knowledge test. Upon successful completion of the qualification measure, the relevant evidence must be sent to the Münster district government. The district government then issues a new notice recognising the equivalence of the vocational training.

### Process description of the recognition procedure Health care workers and nurses (from third country)

*North Rhine-Westphalia*

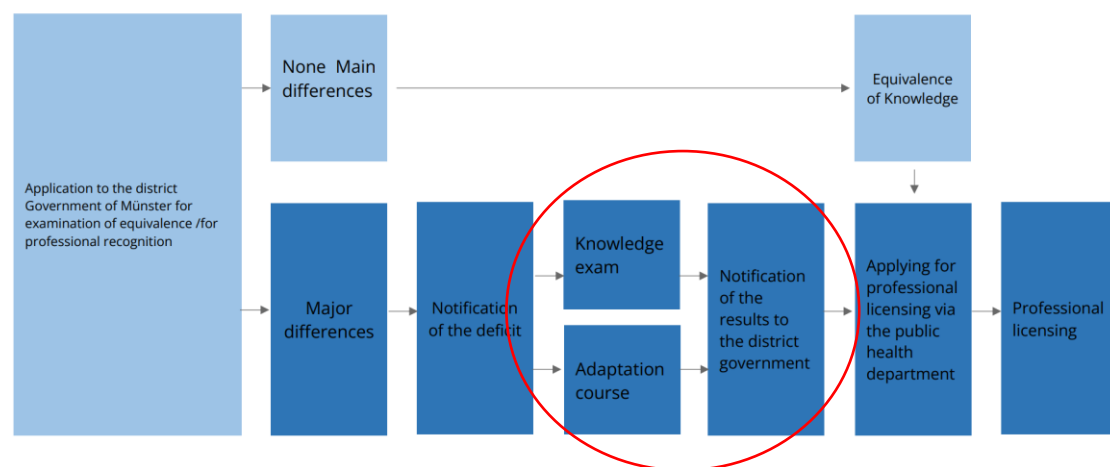


Figure 3: Qualification measure

The last process step of the recognition procedure is the application for professional authorisation as a nurse practitioner. This stage of the process is shown in **Figure 4: Professional accreditation.**

If you live in the city of Moers, you can apply for your professional licence via the public health department of the district of Wesel. If you have chosen another place of residence, the application must be made via the authority of the respective home town. As a rule, this is also the competent public health department. In some cases, however, the responsibility for professional licensing has been outsourced by the cities to the citizens' and public order office. Of course, you will also receive targeted and individual advice and support from the Recruiting Management of the Bethanien Foundation in this process step.

### Process description of the recognition procedure Health care workers and nurses (from third country)

*North Rhine-Westphalia*

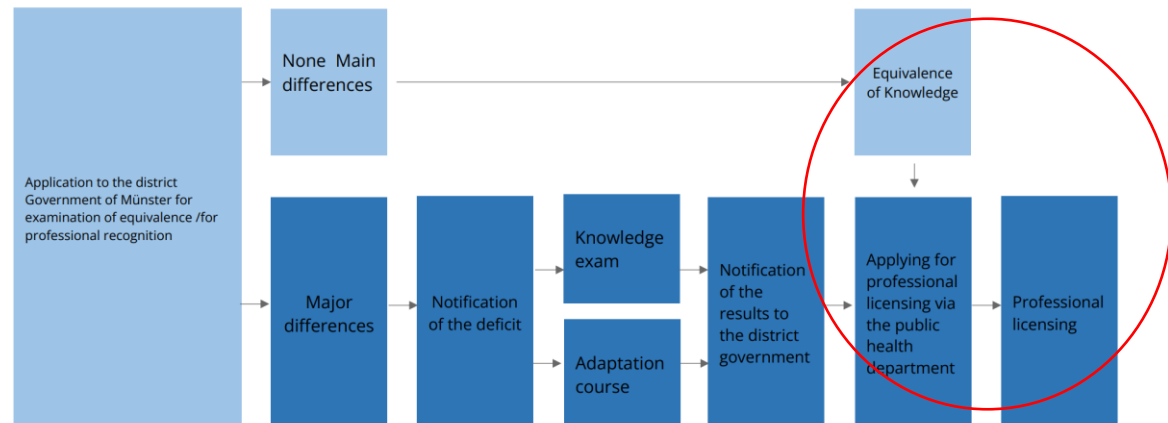


Figure 4: Professional licensing

In addition to proof of the relevant qualification (notice from the Münster district government), further personal documents must be submitted by you for the granting of your professional licence. Here, too, we have prepared a checklist for you so that you have an overview of the documents you need.

#### Checklist - Professional certificate

No.	Document	required shape	
1	Application for recognition of training acquired abroad	Original and signed	<input type="checkbox"/>
2	Medical certificate (health certificate)	Original and signed. The certificate must not be older than three months.	<input type="checkbox"/>
3	Official certificate of good conduct of Document type O	the certificate of good conduct must not be older than three months	<input type="checkbox"/>

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4	Photocopy of the identity card	A simple copy	<input type="checkbox"/>
5	Birth/marriage certificate or extract from the family register (only if the name differs)	A simple copy	<input type="checkbox"/>
6	Notice of recognition from the Münster district government	A simple copy	<input type="checkbox"/>
7	Proof of German language skills (B2 certificate/certificate after professional language test)	A simple copy	<input type="checkbox"/>

Further information on the topic of **applying for recognition of vocational training completed abroad** can be found here:

[Münster District Government - Central Recognition Office for Health Professions \(bezreg-muenster.de\)](http://bezreg-muenster.de)

Further information and counselling services on the topic of the **recognition process** can be found here, for example:

[https://www.netzwerkiq.de/fileadmin/Redaktion/Downloads/IQ\\_Publikationen/Allgemeine\\_Publikationen/IQ\\_Themendossier\\_Pflege\\_DE.pdf](https://www.netzwerkiq.de/fileadmin/Redaktion/Downloads/IQ_Publikationen/Allgemeine_Publikationen/IQ_Themendossier_Pflege_DE.pdf)

<https://www.bamf.de/DE/Themen/Integration/ZugewanderteTeilnehmende/AnerkennungBerufsabschluesse/anerkennungberufsabschluesse-node.html>

<https://www.anerkennung-in-deutschland.de/html/de/index.php>

<https://www.make-it-in-germany.com/de/>

### 6.5.1 Modular adaptation course at Bethanien Academy

An adaptation course of 440 teaching units (UE) is offered twice a year at the Bethanien Academy. A course starts in March and September of each year. Initially, this is supported by a so-called nursing course.

Since the extent of the theoretical adaptation based on the deficit notice of the competent authority is individual for each participant, course participants only take part in the course to the extent of the determined deficit.

The contents are:

<b>Nursing and Health Science</b>	<ul style="list-style-type: none"><li>• Basics of the nursing process</li><li>• Life process movement, observation of movement, normal findings, description and documentation, observation of changes</li><li>• Preservation and promotion of mobility</li><li>• Designing safe nursing interventions, reducing the risk of falls and accidents</li><li>• Nursing interventions to prevent risks of mobility impairment</li><li>• Living situation Need for care</li><li>• Observing and perceiving - recording changes in health status</li><li>• Assist with personal hygiene and change of clothes</li><li>• Support with food intake</li></ul>	156 UE
<b>Medicine and Science</b>	<ul style="list-style-type: none"><li>• Physiological foundations of mobility</li><li>• Promoting and maintaining back health in the caring profession</li><li>• Anatomy and physiology of the skin</li><li>• Anatomy and physiology of the oral cavity</li><li>• Stool and urine excretion</li><li>• Life-saving immediate measures / giving first aid</li><li>• Perceive consternation</li><li>• Working hygienically</li></ul>	100 UE
<b>Humanities and Social Sciences</b>	<ul style="list-style-type: none"><li>• Basics / introduction to relationship building</li><li>• Introduction to Ethics</li><li>• Life situations</li><li>• Challenging situations in everyday (care) life</li><li>• Communication and interaction with people in need of care, forms of conducting conversations</li><li>• Health-related challenges in society</li><li>• German history</li><li>• German education system</li></ul>	132 UE
<b>Law, Politics, Economy</b>	<ul style="list-style-type: none"><li>• Occupational safety instruction</li><li>• Legal basis</li><li>• The political and legal system in Germany</li><li>• The German health system</li><li>• Education, training and further education, career opportunities</li></ul>	42 UE

The adaptation course takes place weekly on two days with 8 teaching units (UE) each. There is deliberately no block teaching. The reason for this is the closer integration with practice and the greater possibility of integrating the participants into the respective



departmental teams. In addition, there is an improved interlocking of the practical adaptation.

The individual modules of the recognition course end with an examination. These final examinations can be written or oral.

### 6.3.2 Nursing Course

The nursing course consists of five consecutive teaching days with 8 units each. These 40 units are held twice a year, always initially before the start of a new adaptation course. The aim of this course is to prepare international nursing staff for the special features of the nursing profession in Germany. In addition to contents such as care planning, basic care, prophylaxis and national expert standards, the focus is also on basic contents of public institutions. This includes documentation, safety instructions as well as fire protection, extinguishing and evacuation exercises. These 40 units are an integral part of the above-mentioned contents of the adaptation course.

It is particularly important to us - the Bethanien Moers Hospital Foundation - that every international nursing professional attends a nursing course at least once. This is irrespective of whether a theoretical adjustment has been indicated on the part of the supervisory authorities.

### 6.3.3 Adaptation course and nursing course 2022

[illegible]

## 7. Tasks and fields of work for nursing professionals

In principle, all patients should be cared for according to their individual needs, possibilities and problems. The task of a nurse is therefore to assist the patient in all actions that lead to health, recovery or a dignified death, or to take over the

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implementation entirely. As a nurse, you will care for people at every stage of their lives. The various tasks in the nursing field include, among others:

- Independent observation, counselling, care and nursing of patients
- Documentation and evaluation of the nursing measures
- Carrying out medical orders
- Assistance with medical procedures

Basic care activities include personal hygiene, nutrition, mobility, prophylaxis, the promotion of independence and communication. These activities are of great importance in Germany and are performed here by both nursing assistants and nursing professionals.

You can find further information and counselling services on the topic of **tasks and fields of work of care workers** here, for example:

<https://berufenet.arbeitsagentur.de/>

<http://www.kompetenzen-gesundheitsberufe.de/>

### 7.1. Professional and trade associations

A professional association is understood to be an independent representation of interests. The members of these professional associations belong to the same occupational group or related occupations. The objective of the associations is to represent the common interests of workers and to enforce them in public and vis-à-vis employers.

You can find further information and counselling services on this topic **professional and specialist associations** here, for example:

<https://deutscher-pflegerat.de/>

<https://www.dbfk.de/de/index.php>

<https://www.dgf-online.de/>

<http://www.dbva.de/>

## 8. Gainful employment

When you start working in Germany, you are considered to be gainfully employed. In Germany, gainful employment is understood to mean an employment relationship that is subject to social insurance contributions. This employment is regulated by an employment contract between the employee and the employer.

### 8.1. Rights and duties of employees in Germany

The legal basis is the employment contract. This describes the rights and obligations of the employee vis-à-vis the employer. It is important to have the following information before signing the contract:

- Names of the contracting parties
- Start of contract and duration
- Details of the probationary period (if one is specified)
- Place of work
- Salary details
- Details of working hours, i.e. how many hours you will work per week
- Holiday entitlement
- Information on notice periods. In principle, a legally binding period of notice of at least four weeks applies in Germany.

If the employment relationship is governed by a collective agreement, this information is not in the individual employment contract, but in the collective agreement.

As an employee, you have the right to co-determination and participation within the company. In the case of public or private employers, the works council can be contacted for this purpose. As elected employee representatives in companies and groups, they represent the interests of all employees. In church or charitable institutions, the body for co-determination is called the employee representative body (MAV). Here, too, their elected members represent the interests of the employees vis-à-vis the employer. Their tasks are comparable to those of works councils.

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**You can find more information and advice on the subject of employees' rights and obligations here, for example:**

<https://www.make-it-in-germany.com/de/jobs/arbeitsvertrag>

[Fair Integration \(faire-integration.de\)](https://www.faire-integration.de/)

<https://karrierebibel.de/wp-content/uploads/2016/12/FAQ-Arbeitsvertrag-Checkliste.pdf>

## 8.2. Gainful employment at the Bethanien Foundation

The Bethanien Foundation has a collective agreement. This is the "Bundesangestellten Tarifvertrag - kirchliche Fassung (BAT-KF)" (Federal Employees' Collective Agreement - Church Version) and generally applies to all employees of the Foundation.

There is also a staff representative committee at the Bethanien Foundation. The interests of the employees are represented by elected representatives from various professional groups. The office of the MAV is staffed from Monday to Friday from 9:00 a.m. to 2:00 p.m. and is located in House M on the Bethanien Campus. Outside office hours, appointments are also possible by individual arrangement.

### Contact

Phone: + 49 (0) 2841 200 2324

E-mail: [mav@bethanienmoers.de](mailto:mav@bethanienmoers.de)

### Office hours

Mon - Fri from 9:00 - 14:00

Outside office hours appointments by arrangement

**Further information and counselling services on the subject of gainful employment at Bethanien Foundation can be found here, for example:**

BAT-KF: <https://www.kirchenrecht-ekir.de/document/3877/search/BAT>

### 8.3. Social security law

In Germany, as a rule, all employment is subject to social insurance if the monthly income exceeds a limit of 450.00 €. Anyone who wants to work as a carer in Germany is therefore subject to compulsory social insurance and is automatically a member of defined insurance schemes. Compulsory social insurance is regulated by law and serves to protect all members.

In total, social insurance comprises five insurances, these are the following compulsory insurances:

- statutory pension insurance
- statutory health insurance
- statutory nursing insurance
- statutory unemployment insurance
- statutory accident insurance

With the salary statement, the contributions for these social insurances are deducted directly from an employee's remuneration. Registration for social insurance is done through the respective health insurance of an employee. It is therefore necessary that you submit a membership certificate of a health insurance company as well as a copy of the social security card to the personnel department of Bethanien Foundation before taking up employment. You are welcome to receive personal advice and support in taking out your statutory health insurance through the Recruiting Management.

So that you can also gain a better insight into the different benefits of the German social insurance system, we would like to present the statutory compulsory insurance schemes in detail in the following sections.

#### 8.3.1 Statutory health and long-term care insurance

The health and long-term care insurance is a solidarity-based insurance. This means that the contributions paid by all paying members are pooled and used as needed for the reimbursement of costs in the event of illness or care of a member. In addition to covering the costs of illness and care, the statutory health insurance covers the costs of health care (e.g. dentist) as well as rehabilitation measures and the costs of childbirth.

If a member is unable to work for a longer period of time due to illness and therefore does not receive a salary, a compensation payment is made - sickness benefit.

When you take out health insurance in Germany, you also automatically receive long-term care insurance. Long-term care insurance helps you if you are unable to care for yourself

in old age or due to a serious illness and are dependent on long-term care. In addition, long-term care insurance provides financial support and advice for those who care for their relatives. You must always submit an application if you want to claim benefits from long-term care insurance.

### 8.3.2 Statutory pension insurance

Pension insurance represents the essential financial security after retirement. It is a contribution-based cash benefit. The amount of the pension paid out in old age therefore depends on the individual contributions paid in. The pension insurance also supports you if you become unable to work during your working life. This means that you cannot work at all or only to a certain extent.

As a rule, payment of the statutory pension is also possible abroad. In individual cases, however, there may be restrictions on benefits, so you should find out about your personal situation in advance from the German Pension Insurance. Another important piece of information is that the statutory pension is lower than your income during your working life. To maintain your standard of living in old age, you need to supplement the statutory pension insurance with a private pension scheme.

### 8.3.3 Statutory Unemployment Insurance

In case of unemployment, the unemployment insurance pays a cash benefit for a certain period of time. This cash benefit is also called unemployment benefit. The amount of unemployment benefit is calculated on the basis of the salary from the last 12 months. For childless persons it is about 60% of the last net salary and for persons with children about 67%.

### 8.3.4 Statutory accident insurance

The statutory accident insurance helps you and your family with health and financial problems that are the direct result of an occupational accident or disease. Accidents at work also include accidents on the way to and from work or school.

**You can find further information and advice on this topic of social security law here, for example:**

<https://www.make-it-in-germany.com/de/jobs/sozialversicherung/deutsche>

## 9. Immigration process - regular entry procedure

In order to be able to enter the Federal Republic of Germany from a third country, it is necessary to apply for a visa at the German embassy and to obtain a so-called residence title via the competent foreigners authority in Germany. The residence title depends on the purpose of entry.

Care workers who enter Germany for gainful employment in order to live and work there receive either a visa according to §16d for the purpose of professional qualification, i.e. to carry out the recognition procedure, or a visa according to §18a as a professional with a professional permit.

### Visa and residence permit

For citizens from a third country, there are the following options for a residence permit in Germany:

§16d Residence Law	§18a Residence Law	§9 Residence Law
For the implementation of the recognition procedure of a foreign professional qualification	Professionals with a professional licence	Settlement permit
Residence permit for the purpose of recognition of the professional qualification acquired abroad and for the implementation of a qualification measure	Residence permit to pursue qualified employment to which they are qualified by their acquired professional qualification	The settlement permit is unlimited in time and space and entitles the holder to pursue gainful employment
The residence permit is issued for up to 18 months and can be extended by a further 6 months to a maximum residence period of 2 years.		
Authorisation to work part-time for a maximum of 10 hours per week.		

In order to obtain a visa as a skilled worker with a professional permit, the equivalence of the professional qualification must have been certified in advance by the Münster district government. In addition, it is necessary to apply for the German professional licence via the competent health authority.

In order to obtain a visa according to §16d or §18a, the prior approval of the Federal Employment Agency according to §39 AufenthG is required. This is to avoid a situation where a job could not have been filled by an applicant from abroad via a domestic candidate.

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Pre-approval can already be initiated before the actual embassy appointment via the Recruiting Management of the Bethanien Foundation. This shortens the visa processing time at the German Embassy.

The following documents must be sent to the competent labour market admission team of the Federal Employment Agency to apply for pre-approval:

- Employment contract
- Confirmation of continued employment after recognition (in the case of a residence title for a recognition procedure)
- Copy of passport
- Decision of the Düsseldorf district government (in the case of a residence title for a recognition procedure)
- Professional certificate (for residence title as a skilled worker)
- Declaration on the employment relationship
- Additional sheet A (for residence permits for a recognition procedure)
- Qualification plan (for a residence title for a recognition procedure)

As soon as it is clear when you will be entering the Federal Republic of Germany, the Recruiting Management will schedule a registration appointment for you at the Residents' Registration Office (Einwohnermeldeamt) of the City of Moers. Here you will be registered as a new citizen of the city of Moers after your entry. Afterwards, you can coordinate an appointment at the Aliens' Registration Office in Moers to apply for your residence permit. In all these process steps, you will be closely accompanied and informed by the Recruiting Management of the Bethanien Foundation.

**Further information on the subject of registration at the Residents' Registration Office (Einwohnermeldeamt) of the City of Moers and on applying for a residence title can be found here:**

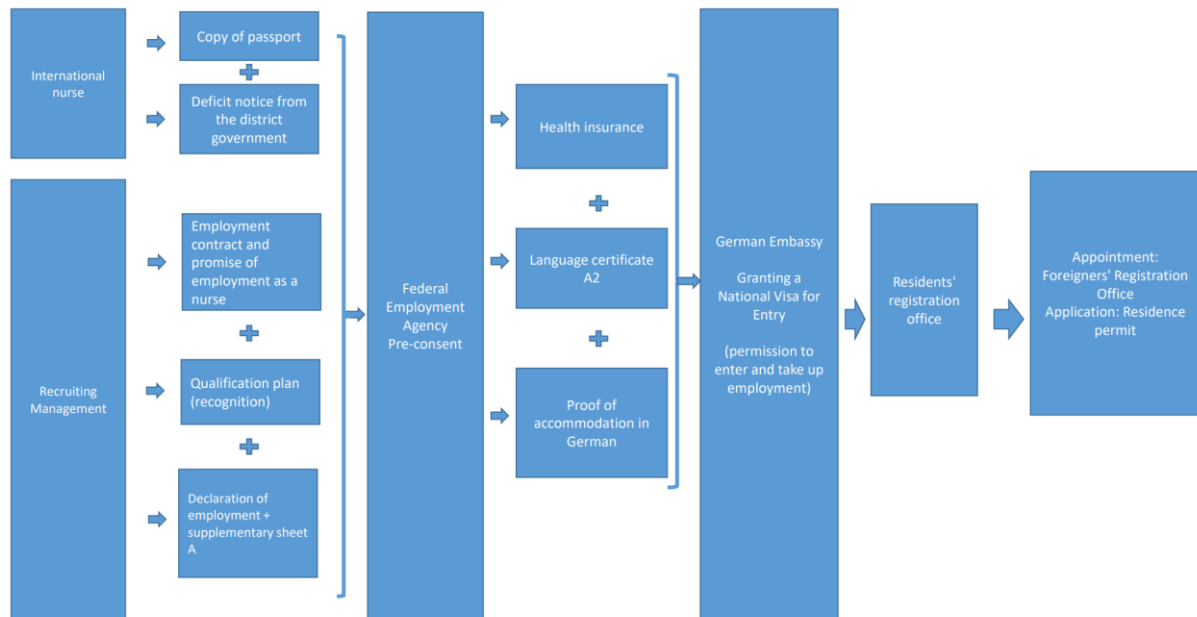
[Moers - Aliens Department](#)

In addition, we would like to illustrate the immigration process to the Federal Republic of Germany via the regular entry procedure with the graphic below.



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### 9.1. The accelerated procedure for skilled workers according to §81a AufenthG

The Skilled Workers Immigration Act (FEG) provides for the possibility of an accelerated entry procedure for skilled workers. The accelerated procedure for skilled workers in accordance with §81a of the Residence Act is handled by the Central Office for Skilled Worker Immigration (ZFE) in the federal state of NRW. This is a fee-based alternative to the regular entry procedure.

If there is a concrete job offer in Germany, the future employer can apply for the "accelerated procedure for skilled workers". A fee is due for this, which the employer must pay.

The foreigners authority plays a special role in the accelerated procedure for skilled workers. In particular, it is responsible for advising employers on the entry requirements and for checking all applicable requirements. Furthermore, the foreigners authority is responsible for initiating the recognition procedure.

All authorities involved in the recognition procedure are bound by binding deadlines. In the accelerated procedure for skilled workers, a processing time of about 4 months can generally be assumed. It takes about six weeks to issue the visa, about two months for the recognition procedure and about one week for the approval procedure. Family

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reunification of spouses and children can also be applied for, if the applications are related in time.

Prerequisite for the accelerated skilled worker procedure:

- Concrete job offer
- The caregiver is still in the home country/abroad
- The employer has a power of attorney

Which entry procedure would be the right choice in your individual case should in any case be discussed together with the Recruiting Management of the Bethanien Foundation.

**Further information and counselling services on the topic of the immigration process and integration promotion can be found here, for example:**

<https://www.make-it-in-germany.com/de/visum/fachkraefteeinwanderungsgesetz>

<https://www.bamf.de/>

## 10. Individual support from the Bethanien Foundation

### 10.1. The Nursing Directorate

As a nurse, you belong to the largest professional group at Bethanien Hospital. The primary goal of nursing is to ensure the best possible nursing care for the patients. Through a close and regular exchange, you have the opportunity to openly communicate suggestions or requests for change at any time and receive support in every respect.

The nursing directorate is the central contact for all employees of the nursing service and actively supports them in their personal and professional development and career planning.

As part of your practical recognition measure, you have to complete compulsory assignments in different departments. The individual assignment planning required for this as well as the coordination of external assignments is also carried out by the nursing directorate. Holiday planning during the ongoing recognition procedure is also carried out by the nursing directorate. In addition, the nursing director will hold feedback meetings with you during the course of your recognition procedure and discuss your individual assignment planning with you after your successful professional recognition.

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Integration with a new employer in a new home country can also be accompanied by conflicts. Conflicts can have different origins, such as language barriers, a different professional understanding, interpersonal relationships or cultural differences. To prevent such conflicts from becoming a burden for you, our top priority is to address and resolve them at an early stage. The door of the nursing directorate is therefore always open to you and you have the opportunity to name problems, challenges and conflicts at any time. Every conflict is alarming for us and is resolved at very short notice in a conflict discussion.

### Nursing Directorate

Nursing Director Angelika  
Linkner

Deputy Director of Nursing Brigitte  
Cassel

### Contact

Secretariat of the Nursing Directorate  
Phone: +49 (0) 2841 200 -2419

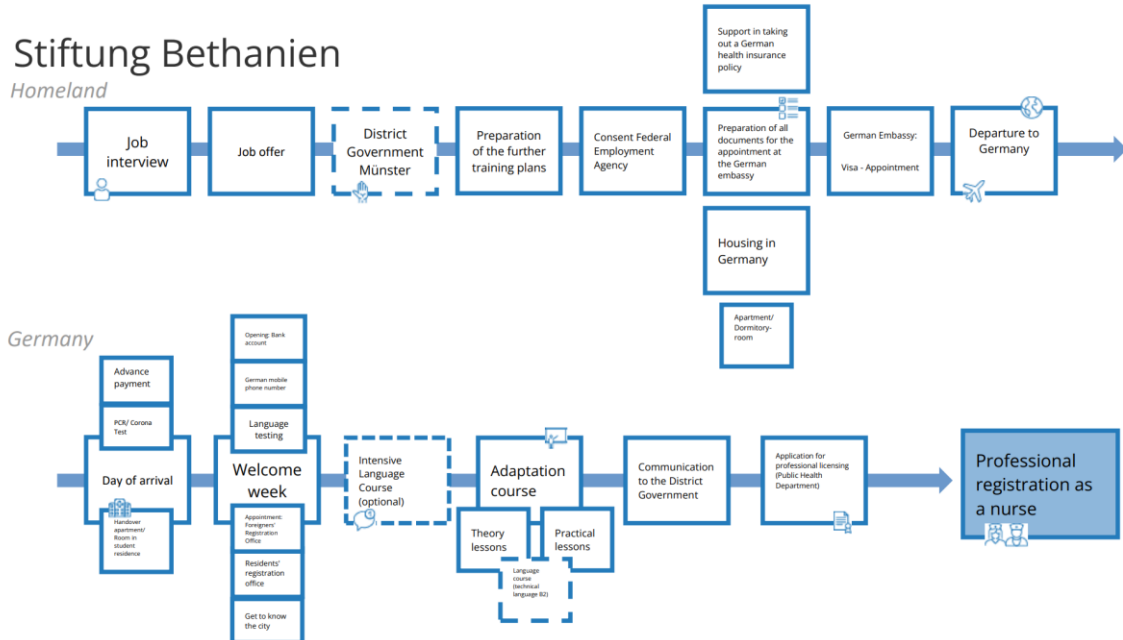
E-mail: [pdl@bethanienmoers.de](mailto:pdl@bethanienmoers.de)

## 10.2. The Recruiting Management

The Recruiting Management of the Bethanien Foundation sees itself as your central contact in all areas. For this reason, we have already referred to the advisory and support services several times in the previous chapters.

Your personal support begins for us in your home country and is intensified from the moment you enter the Federal Republic of Germany and extends beyond the time of your professional recognition.

## Course of the process: Initial approach until admission to the profession



In the following, we would like to give you an overview of the main tasks of Recruiting Management and which services and costs are covered by the Bethanien Foundation:

- Internal organisation and coordination (making appointments, language testing, qualification plan, personnel administration, etc.)
- Communication with the authorities (German embassy, foreigners authority)
- Support and advice on taking out statutory health insurance
- Support and advice regarding the entry flight
- Personal pick up from the airport
- Advice and support in opening a German bank account
- Support and advice on concluding a mobile phone contract
- Coordinating appointments at the Residents' Registration Office and the Aliens' Registration Office
- Housing organisation
- Support for family reunification
- Workshop on living in Germany (as part of the care course)
- Consultation hours: contact person and mentor for all personal questions

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## Overview of services and cost coverage

### Stiftung Bethanien

Services	Coverage
<i>Language qualification</i>	
Language courses homeland	✓
Examination fees for language certificates	✓
Language courses in Germany	✓
Taking the professional language exam	✓
<i>professional recognition</i>	
Costs for qualified translations and certifications	✓
Fees for the district government (application procedure for professional recognition)	✓
Shipping and postage	✓
Application for the professional certificate	✓
<i>Professional qualification</i>	
practical operational planning	Ø
Participation in adaptation course	✓
Participation nursing course	✓
<i>Onboarding</i>	
Visa and work permit application	✓
Timetable and organisation of arrival	Ø
Flight booking	✓
Registration at the Residents' Registration Office and coordination of appointments at the Aliens' Registration Office	Ø
Eröffnung eines Bankkontos	Ø
Registration with the statutory health insurance	Ø
Family reunification	Ø
<i>Relocation Management</i>	
Accommodation in a dormitory room, a staff shared apartment	Ø
Support and accompaniment in the search for accommodation	Ø

### Recruiting Management

Contact person:  
Nicole Welzel

### Contact

Phone: +49 (0) 2841 200 -20944  
E-mail: [Nicole.welzel@bethanienmoers.de](mailto:Nicole.welzel@bethanienmoers.de)

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### 10.3. Professional mentoring

In the course of your practical assignments on the nursing wards, you will receive professional support from exempt practical instructors. This includes, among other things, regular visits to the wards during working hours as well as the implementation of practical instructions. This is intended to create a theory/practice transfer and a link between the theoretical learning from the adaptation course and the daily work on the ward.

The ward and department heads also appoint fixed contact persons who will support you as mentors during your induction on the ward.

#### Practice guidance

Head of the superordinate practice supervisors  
Bonke Tim Funke

#### Contact

Phone 

: +49 (0) 2841 200 -2281

E-mail:

[bonketim.funke@bethanienmoers.de](mailto:bonketim.funke@bethanienmoers.de)

### 11. At home in Moers

The city of Moers is located on the lower Lower Rhine, on the western edge of the Ruhr region in North Rhine-Westphalia and is the largest city in the district of Wesel. Around 105,000 people make their home here. People from about 120 countries live in Moers. About 28 per cent of all residents have an immigrant background.

We - the Bethanien Moers Hospital Foundation - support you as international nursing professionals in your search for a home. We can offer you temporary accommodation in our residence or organise accommodation for you in a flat close to the hospital.

Thanks to our cooperation with housing providers, we also have rented furnished flats available for our staff. We are also happy to assist our international professionals in the search for larger or special residential properties.

### 12. Counselling and other support

There is currently a wide range of migration and integration counselling services in Germany. These services are independent and often free of charge:

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- Since 2005, there has been migration counselling for adult immigrants at the federal level. You can find a special offer for newly immigrated migrants at: <https://www.bmi.bund.de/>
- Another service is offered by **mbeon-Migrationsberatung**. This is a digital service that offers free, anonymous and data-secure chat counselling via APP on all aspects of arriving in Germany. <https://www.mbeon.de/>  
<https://bamf-navi.bamf.de/de/Themen/Migrationsberatung/>
- Another nationwide counselling service on social and labour law issues for migrants is offered by **Faire-Integration**. In the counselling centres, people who are already in work, training or internships can get advice on specific questions. <https://www.faire-integration.de/>

**Further information and counselling services on counselling and other support can be found here, for example:**

<https://www.netzwerk-iq.de/>

<https://www.bmi.bund.de/>

## 12.1. The political and legal system in Germany

Everyone living in Germany must abide by the central principles of the political and legal system. One particularly important principle is that men and women have equal rights.

The most important legal basis for life in Germany is the Basic Law. This is the constitution of the Federal Republic of Germany.

### 12.1.1 Constitutional law

Articles 1 to 19 of the Basic Law guarantee the constitutional rights of the individual vis-à-vis the state. Particularly important constitutional rights are:

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- The protection of dignity
- the right to life and physical integrity
- the equality of all people before the law
- freedom of religion
- The freedom of assembly
- the freedom to choose and practice a profession
- the guarantee of property and the right of inheritance
- Freedom of the press

Article 20 describes the most important principles according to which the political system of the Federal Republic of Germany is structured:

- State
- Democracy
- Constitutional state
- Welfare state

### 12.1.2 The Federal Republic of Germany

Germany is a federal state consisting of 16 Länder:

- Baden-Württemberg
- Bavaria
- Berlin
- Brandenburg
- Bremen
- Hamburg
- Hesse
- Mecklenburg-Western Pomerania
- Lower Saxony
- North Rhine-Westphalia
- Rhineland-Palatinate
- Saxony
- Saxony-Anhalt
- Schleswig-Holstein
- Thuringia
- Saarland

### 12.1.3 Public holidays and school holidays

As described in the section above, there are 16 federal states in Germany. There are public holidays that apply in every federal state. These include, for example, Christmas, Easter or the Day of German Unity. There are also public holidays that are not recognised in every federal state. School holidays also differ in the various federal states.

Here you can find information about our federal state: North Rhine-Westphalia

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<b>01.01.</b>	New Year	<b>15.04.22</b>	Good Friday
		<b>07.04.23</b>	

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<b>17.04.22</b> <b>09.04.23</b>	Easter Sunday	<b>18.04.22</b> <b>10.04.23</b>	Easter Monday
<b>01.05.</b>	Labour Day	<b>26.05.22</b> <b>18.05.23</b>	Ascension Day
<b>05.06.22</b> <b>28.05.23</b>	Pentecost Sunday	<b>06.06.22</b> <b>29.05.23</b>	Whit Monday
<b>16.06.22</b> <b>08.06.23</b>	Corpus Christi	<b>03.10.</b>	German Unity Day
<b>01.11.</b>	All Saints' Day	<b>25.12.</b>	Christmas Day 1
<b>26.12.</b>	Christmas Day 2		

Here you will find the information on the school holidays for the public schools in North Rhine-Westphalia (for 2022):

<b>11.04. -</b> <b>23.04.22</b>	Easter holidays 2022/ 2023	<b>27.06.-</b> <b>09.08.22</b>	Summer holidays 2022/ 2023
<b>03.04. -</b> <b>15.04.23</b>		<b>22.06. -</b> <b>04.08.23</b>	
<b>04.10. -</b> <b>15.10.22</b>	Autumn holidays 2022/ 2023	<b>23.12. -</b> <b>05.01.2022</b>	Winter holidays 2022/ 2023
<b>02.10. -</b> <b>14.10.23</b>		<b>21.12. -</b> <b>05.01.23</b>	

### 12.2. Political, social, religious and cultural participation opportunities

In Germany there are many ways to get involved politically, socially, religiously and culturally. An overview of the many opportunities for participation and support can be found on the website of the Federal Government Commissioner for Migration, Refugees and Integration.

In addition, migrant organisations enable social and cultural participation. This includes, for example, the association of internationally recruited care workers in Germany.

Another option is to seek contact with towns or parishes as well as associations in the place of residence.

**Further information and counselling services on this topic Political, social, religious and cultural participation opportunities can be found here, for example:**

<https://www.netzwerk-iq.de/>

<https://www.integrationsbeauftragte.de>

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### 13. Closing words

Let's go ...

We hope that with this information brochure we have been able to give you an initial overview of your soon-to-be future at the Bethanien Hospital Foundation and a life with us in Germany.

We look forward to seeing you!

Bethanien Foundation for  
the County of Moers

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