



SERVIÇO PÚBLICO FEDERAL
UNIVERSIDADE FEDERAL FLUMINENSE
NURSING SCHOOL AURORA DE AFONSO COSTA - EEAAC
ACADEMIC PROGRAM IN HEALTH CARE SCIENCES
MASTER'S DEGREE COURSE

Notice no. 02/2019 - Selection Process for the Academic Master in Health Care Sciences - 2020 CLASS

1. Opening

1.1 – The Federal Fluminense University makes public, for the knowledge of interested parties, that the enrollment for the Selection **Process of the Academic Master's Course in Health Care Sciences** at the Aurora de Afonso Costa Nursing School will be open, from **January 15 to 31, 2020**, to start in the 1st academic semester of 2020, whose **Area of Concentration** is entitled "**Complexity of Care in Nursing and Health**".

1.2 - The Master of Science in Health Care has two lines of research, namely:

1.2.1 - Care in the Sociocultural Context.

1.2.2 - Clinical Care.

2 - Vacancies

2.1 - **34 (thirty-four)** places will be offered for the Academic Master's Course in Health Care Sciences, which selected the places offered by the supervising professors. Of these **34 (thirty-four)** vacancies: **27 (twenty-seven)** will be selected for **Brazilian candidates**; and **7 (seven)** places selected for **foreign candidates**. If the vacancies for foreign students are not filled, they will be relocated to students of Brazilian nationality, as long as they have been applied in the selection process, obeying the classification criteria. The same rule for relocating vacancies will be used for foreign students, if the total vacancies for Brazilian students are not filled. According to CEP-UFF Resolution 18/2002, the foreign candidate is required to present the Diploma and School Transcript of the graduation course, both with authentication from the Brazilian Consulate in the country where they were issued and accompanied by legal translation.

2.2 – The vacancies will be distributed as follows: **60%** of the total destined to **nurse candidates** and **40%** to **other candidates from related areas**. If the vacancies destined to candidates from related areas are not filled, they will be transferred to the nurse candidates approved in the selection process, according to the classification criteria.

2.3 – Filling vacancies will meet the following criteria:

2.3.1 – vacancy (s) offered by the advisor, according to the table in item 2.7;

2.3.2 – candidate with the highest score for the position of the advisor.

2.4 - The approval and classification are to meet the position of the advisor, made available in this notice.

2.5 - There will be no relocation of vacant vacancy to another advisor, nor the relocation of a qualified and unqualified candidate to another advisor with vacant vacancy. For example, if a student is approved for his or her chosen supervisor, but is not classified due to the vacancy filled, he / she cannot be relocated to another advisor's idle vacancy.

2.6 - Selection of the Academic Master's Program reserves the right not to fill the total vacancies offered, in case the candidates do not present the necessary requirements, according to the established criteria.

2.7 – List of supervisors and number of vacancies:

PROFESSORS	VACANCIES
Alessandra Conceição Leite Funchal Camacho	2
Ana Carla Dantas Cavalcanti	2
Ana Lúcia Abrahão da Silva	2
<u>Bárbara Pompeu Christovam</u>	2
<u>Beatriz Guitton Renaud Baptista de Oliveira</u>	2
<u>Cláudia Mara de Melo Tavares</u>	1
Dayse Mary da Silva Correia	2
Donizete Vago Daher	1
Eliane Ramos Pereira	2
Emília Gallindo Cursino	2
<u>Enéas Rangel Teixeira</u>	1
Fátima Helena do Espírito Santo	2
Geilsa Soraia Cavalcanti Valente	1
Jonas Lírio Gurgel	2
<u>Mauro Leonardo S. Caldeira dos Santos</u>	2
Patrícia dos Santos Claro Fuly	2
Rose Mary Costa Rosa Andrade Silva	2
<u>Selma Petra Chaves Sá</u>	1
Valdecyr Herdy	1
Vera Maria Sabóia	1
Zenith Rosa Silvino	1
TOTAL VACANCY	34

3 - Specific qualifications of candidates

3.1 This is a unique selection process according to this Notice, aimed at registered candidates, respecting the selection steps.

3.2 The candidate must have completed the graduation course at an official Higher Education Institution or recognized by the National Education Council.

3.3 Titles obtained abroad must comply with Resolution 18/2002 of the Teaching and Research Council of Universidade Federal Fluminense - CEP / UFF.

3.4 Nurses and other professionals with projects related to Health Care Sciences can register.

3.5 Submit the documentation detailed in this Selection Notice.

3.6 To be qualified to comply with the specific requirements of the Program, explained in this Notice.

3.7 Conduct a selection exam with evidence and classification criteria explained in this Course Candidate Selection Notice.

4 - Subscription

4.1 Registration will be made at the Program Secretariat, at Aurora de Afonso Costa Nursing School (6th floor), from January 15th to 31st, 2020, from 10:00 am to 4:00 pm, upon presentation of documentation and proof of payment of the registration fee.

4.2 Place: **Rua Dr. Celestino 74** – Secretariat of the Graduate Program in Health Care Sciences of the School of Nursing – **6th floor** - Niterói - RJ – CEP: 24020-091. E-mail: paccs@enf.uff.br or paccsuff@gmail.com website: <https://paccs.com.br/>

4.3 The candidate must present the following documentation upon registration:

- a) Completed and signed registration form (listed in **Annex I**);
- b) Two legible copies of the identity card and two of the CPF;
- c) Two recent 3x4 photographs;
- d) Proof of payment of the registration fee in the amount of R \$ 300.00 (three hundred reais) to be deposited by the Union Collection Guide (GRU) https://consulta.tesouro.fazenda.gov.br/gru_novosite/gru_simples.asp which will be completed according to the instructions in **Annex II**.
- e) Two certified copies of the diploma **or** originals of the declaration of completion of a full graduation course **or** declaration of graduation completion in 2019, recognized by the competent body of the Ministry of Education;

f) Copy of the transcript of the undergraduate course. Titles obtained abroad must comply with CEP / UFF Resolution 18/2002;

g) *Curriculum vitae* according to the Platform *Lattes* of CNPq, available at <<http://lattes.cnpq.br/index.htm>>, in three printed copies containing the copies of the supporting documents of the *Curriculum vitae*, dated and signed by the candidate, they must be presented in a single copy, spiral bounded, numbered according to the items registered in the curriculum; only the items confirmed in the attached documentation for the last **5 (five)** years, corresponding to the period from **January 2015 to January 2020** will be considered.

h) Letter of acceptance of the candidate by an advisor accredited by the Health Care Sciences Program, Master's course, following the model of the Program. Letters from more than one supervisor will not be accepted (**Annex III**);

i) Candidate's declaration of availability and dedication to the Program's activities, described in a specific form (**Annex IV**);

j) Research plan, in 03 (three) copies, dated and signed by the candidate, indicating, on the cover page, the option for a research line and advisor. The research plan must have a maximum of 12 (twelve) pages, including cover page, schedule and bibliographic references, presented in *Times New Roman* font, size 12, line spacing 1.5 (model in **Annex V** to the Notice);

l) Original statement of proficiency in English, French or Spanish, on letterhead and signed paper, from an official Public Institution or Foreign Language Institution, which confers certification, with a validity period of 2 (two) years (as of January 1, 2007) 2018). The documentation will be analyzed by the Selection Committee.

m) All material must be organized in a **blue 40 mm legal folder**, with the candidate's identification tag;

n) Upon registration, the candidate will sign a term of awareness of the criteria of the public notice and receive a receipt containing the schedule of the phases of this competition and the locations of the tests and the dissemination of the results.

o) Unqualified candidates will have a period of 30 (thirty) days, after the final result, to pick-up the material delivered; from then on the material will be perforated and sent for selective garbage collection.

p) Under no circumstances will there be a refund of the registration fee;

q) The collegiate body will approve and publish the registration results on **February 4, 2020.**

r) The candidate will have up to 24 hours, after the result is released, to appeal to the Program secretary.

5. Selection Steps

5.1 The filling of vacancies will take place through a process that will cover the following stages:

- a) Written test (eliminary) of content related to the theme of health care; minimum score for qualification 6.0 (six) with weight 2 (two); **Annex VI**
- b) Evaluation of the curriculum (classificatory) with weight 2 (two); **Annex VII**
- c) Presentation and discussion of the research plan to the examining board (classificatory) with a weight of 1 (one). **Annex VIII.**

5.2 The content tests, the curriculum evaluation and the research plan will be assigned a value from 0 (zero) to 10 (ten), the average being weighted; the final grade for approval is 6.0 (six), considering the sum of the grades for the content tests, weight 2 (two), the curriculum, weight 2 (two) and the plan, weight 1 (one); the foreign language test score does not count towards the final sum.

5.3 – The candidate can be approved and not classified, according to the availability of the position of the advisor..

6. Selection Schedule

6.1 For admission to the Course, candidates whose applications are approved on **February 4, 2020**, must undergo the selection exam:

1st stage: **February 10, 2020**, from 1:30 pm to 4:30 pm (Elimination) - Written test related to the Program's concentration area (Bibliography suggested in **Annex IX**). The results will be released on **February 11, 2020**, on the 6th floor notice board of the EEAAC.

2nd stage - For the approved candidates, the Curriculum Evaluation will be carried out. (classificatory)

3rd stage - Presentation of the Research Plan and examination of the candidate by the examining board, will be scheduled for February 14, 17 and 18, 2020. (classificatory).

6.2 After the selection steps, the candidates will be classified according to the number of vacancies of the advisor, considering the final average and the number of vacancies contained in this Notice. The result of the average of the stages will be announced on **February 18, 2020**. Approval of the final result will be **February 20, 2020**.

6.3 The results of the approval and the stages of this selection process will **be officially released, on letterhead and signed by the program coordinator**, on the bulletin board of the Program secretariat, located on the 6th floor of the EEAAC, and may also be published on the program's website, according to the availability of the functioning of the University's computer service.

6.4 Schedule Summary Table:

DATE	STEP	TIME
January 15th to 31st, 2020	REGISTRATION PERIOD	10 a.m. to 4 p.m.
February 2nd, 2020	REGISTRATION APPROVAL	Until 6 p.m.
February 10th, 2020	CONTENT PROOF	<u>1:30 p.m. to 4:30 p.m</u>
February 11th, 2020	RESULT OF CONTENT PROOF	Until 6 p.m.
February 14th, 17th and 18th, 2020	RESEARCH PLAN PRESENTATION	To be scheduled
February 18th, 2020	NOTICE ON AVERAGE ACHIEVED AT EACH STEP	Until 6 p.m.
February 20th, 2020	NOTICE ON FINAL RESULT	Until 6 p.m.

7. Registration

7.1 - To be enrolled in the Master's Course, the candidate must have been approved and classified in the Selection Process.

7.2 – Applicants must submit a letter of commitment to be available to take the master's course.

7.3 – Pre-registration will take place on **March 2 to 4, 2020**.

8. General Considerations

8.1 The candidate who misses any of the steps will be automatically eliminated.

8.2 The candidate can request an appeal, provided that it is presented in a specific form to the secretariat of the Postgraduate Program in Health Care Sciences **within 24 (twenty four) hours after the official announcement of the result**.

8.3 In the event of a tie, the order of classification of the candidates will be defined taking into account the curriculum, if the tie persists, the candidate with the highest age will be classified.

8.4 The student's enrollment in the Program implies acceptance of the UFF rules; the bylaws of the Program; of the Collegiate's decisions regarding pedagogical activity, deadlines and scientific production, among others.

8.5 The granting of a scholarship depends on the availability of funding agencies and the criteria established by the Program Board. Entry to the Program does not guarantee acquisition of the Master's scholarship.

8.6 During the written exams, the use of electronic devices will not be allowed.

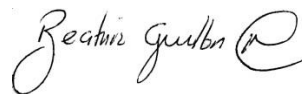
8.7 The tests will be held on the 6th floor or in other rooms of the Aurora de Afonso Costa School of Nursing at UFF, when necessary, and the number and floor of the respective room will be set in the framework of the Program on the 6th floor.

8.8 The candidate will not be allowed to enter after the scheduled exam time or presentation of the research plan;

8.9 When enrolled in the program, the candidate undertakes to meet the requirements of the PACCS such as the deadlines for defenses and qualifications of the project and dissertation, publications with the supervisor and accomplishments of the other academic activities inherent to the Master's Course.

8.10 Omitted cases will be dealt with by the PACCS Board.

Deliberated in the Board at a meeting on August 13th, 2019.



PHD PROFESSOR BEATRIZ GUITTON R. BAPTISTA DE OLIVEIRA
Coordinator of the Academic Program in Health Care Sciences at EEAAC

Beatriz Guitton R. B. Oliveira
Coord. Mestrado / Doutorado-PACCS
EEAAC/UFF - SIAPE 311364



PHD PROFESSOR VERA MARIA SABÓIA
Sub-coordinator of the EEAAC Health Care Academic Program

Vera Maria Sabóia
Vice-Coord. Mestrado / Doutorado-PACCS
EEAAC/UFF - SIAPE 7303200

ANNEX I – APPLICATION FORM



UNIVERSIDADE FEDERAL FLUMINENSE
NURSING SCHOOL AURORA DE AFONSO COSTA - EEAAC
GENERAL POST GRADUATION COORDINATION IN NURSING
ACADEMIC PROGRAM IN HEALTH CARE SCIENCES - PACCS

REGISTRATION FORM FOR THE ACADEMIC MASTER'S SELECTIVE PROCESS - YEAR 2020

Enter data or fill in capital letter

APPLICATION NUMBER _____

Concentration area	The Complexity of Care in Nursing and Health	
Research line	<input type="checkbox"/> Care in the socio-cultural context <input type="checkbox"/> Clinical care	
Advisor Option	Name of the teacher:	
Proficiência Em Língua Estrangeira		
<input type="checkbox"/> English	<input type="checkbox"/> French	<input type="checkbox"/> Spanish
Obtained concept:		

Attach proof of approval of proficiency in English, French or Spanish with a validity of 02 years, on letterhead and original of the institution where you took the test.

Personal Information	Full name:			
	Gender: <input type="checkbox"/> F <input type="checkbox"/> M	Date of Birth:		
	Marital status:	City of Birth :		
	Father			
	Mother:			
	Regional Council:	Emission:	CPF:	
	ID:	State:	Emission:	
Academic Education	Level	Course name	Institution	Period
	Graduation			
	Pós-Graduação			
Address	Street:			
	District:	City:	State:	
	ZIP CODE:	Phone: ()		
	Fax:	Mobile: ()		
	E-mail:			

Professional activity	Current Activity / Position:
	Institution:
	Address / Contact:
Declaration	I declare, for due purposes, that I am aware of the conditions set out in the Selection Call Notice and I agree with them.
	Niterói, ____/____/____
	Signature

PACCS/UFF SUBSCRIPTION NUMBER _____

I received the subscription from _____
for the Academic Master's Selection Process in Health Care Sciences at EEAAC / UFF, with documents delivered to
be checked in the selection process.

Niterói, _____, 20 _____.

Signature of the Secretary:

INSTRUCTIONS FOR COMPLETING THE UNION COLLECTION GUIDE

- Access the website and insert the following data:
https://consulta.tesouro.fazenda.gov.br/gru_novosite/gru_simples.asp
 - a) Favored Unit: 153056
 - b) Management: 15227
 - c) Code: 28830-6 Administrative Services
 - d) Reference Number: 0250158643
 - e) Competence: 01/2020
 - f) Name:
 - g) CPF:
 - h) Due date: (payment date between 15 and 31 January)
 - i) Main value: R\$ 300,00
 - a) Total value: R\$ 300,00

- After filling in, click on "Issue Simple GRU" and print the payment slip at Banco do Brasil

ANEXO III – CARTA DE ACEITE



UNIVERSIDADE FEDERAL FLUMINENSE
NURSING SCHOOL AURORA DE AFONSO COSTA - EEAAC
GENERAL POST GRADUATION COORDINATION IN NURSING
ACADEMIC PROGRAM IN HEALTH CARE SCIENCES - PACCS

LETTER OF ACCEPTANCE FOR THE SELECTIVE PROCESS OF THE ACADEMIC MASTERS -
CLASS 2020.

Niterói, _____, 202__.

I, Professor _____, declare
my interest and availability to guide the
candidate _____, CPF nº
_____ to compete for the Class 2020 Selection Process, of the Master's
Course in Health Care Sciences.

Point out that:

- *the candidate has intellectual conditions to develop studies at the Master's level;*
- *if the candidate is approved and classified for my vacancy, I will be available to guide him /
her;*
- *I am aware of the criteria published in the Master's announcement.*

Sincerely,

Signature

The letter of recommendation does not guarantee the candidate's approval in the selection process.

ANNEX IV – DECLARATION OF AVAILABILITY



UNIVERSIDADE FEDERAL FLUMINENSE
NURSING SCHOOL AURORA DE AFONSO COSTA - EEAAC
GENERAL POST GRADUATION COORDINATION IN NURSING
ACADEMIC PROGRAM IN HEALTH CARE SCIENCES - PACCS

DECLARATION OF AVAILABILITY FOR THE ACADEMIC MASTERS - CLASS 2020.

To the Coordination of the Academic Health Care Sciences Program at the
Aurora de Afonso Costa Nursing School,

I, _____
declare that I am available to meet the workload required by the PACCS, as provided for
in item 4.3, letter h, in the Public Notice for the referred competition.

Niterói, _____, 202__.

SIGNATURE:

CANDIDATE

Received on _____
Secretariat _____

ANNEX V - RESEARCH PLAN MODEL

RESEARCH PLAN

RESEARCH PLAN MODEL SCRIPT * (Maximum 12 pages)

TITLE

RESEARCH LINE – Mark the line with an X

() Care in its socio-cultural context

() Clinical care

SUMMARY (Up to 150 words)

INTRODUCTION

- Presentation of the theme
- Delimitation of the research problem
- Justification
- Objectives

METHODS AND TECHNIQUES

- Kind of study
- Research field
- Data collection technique
- Data processing

BIBLIOGRAPHIC REFERENCES

SCHEDULE

*According to [ABNT – Brazilian Association of Technical Standards](#)

ANNEX VI - CONTENT PROOF EVALUATION ROUTE



UNIVERSIDADE FEDERAL FLUMINENSE
NURSING SCHOOL AURORA DE AFONSO COSTA
POST GRADUATE PROGRAM IN HEALTH CARE SCIENCES
ACADEMIC MASTERS IN HEALTH CARE SCIENCES

CONTENT PROOF EVALUATION ROUTE

CANDIDATE:

DATE: ___/___/___

CONTENT PROOF	
EVALUATION ITEMS	SCORE
FIELD OF CONTENT (3,0)	
CRITICAL AND REFLECTIVE CAPACITY (2,0)	
SYNTHESIS CAPACITY (2,0)	
CRITIVITY AND INNOVATION (2,0)	
GRAMMATIC AND ORTOGRAPHIC RULES (1,0)	
TOTAL	

NAME:

/SIGNATURE:

EVALUATOR

ANNEX VII - LATTES CURRICULUM EVALUATION ROUTE

UNIVERSIDADE FEDERAL FLUMINENSE
NURSING SCHOOL AURORA DE AFONSO COSTA
POST GRADUATE PROGRAM IN HEALTH CARE SCIENCES
ACADEMIC MASTERS IN HEALTH CARE SCIENCES

LATTES CURRICULUM EVALUATION ROUTE

CANDIDATE:

DATE: ___/___/___

QUERY	Value	Score
1. ACADEMIC GRADUATION / TITLE	Maximum 1,0	
Specialization or Residence	1,0	
2. COMPLEMENTARY TRAINING	Maximum 0,5	
Up to 30 hours (0.1 per course)		
Over 30 hours (0.15 per course)		
Isolated courses in Stricto sensu course (0.25 per course)		
3. PROFESSIONAL PERFORMANCE (0.2 per year)	Maximum 2,5	
Assistance activity		
Teaching activity		
Research activity		
Administrative activities		
Extension activities		
4. ACADEMIC PERFORMANCE (0.5 per year)	Maximum 2,5	
IC / IT Research Scholarship		
Extension Scholarship		
Bolsa de Monitoria		
High Studies Program		
Non-curricular internship		
Other Scholarships (Academic development; PIBID; PET health; International mobility program)		
5. SCIENTIFIC PRODUCTION	Maximum 3,0	
Complete articles published in journals and / or accepted		
A1, A2 and A3	3,0	
A4 and B1	2,0	
B3, B4 and B5	1,0	
Published / organized books or editions	2,0	
Published book chapters	1,5	
Texts in Newspapers / Magazines	0,3	
Complete papers published in conference proceedings	0,5	
Expanded abstracts published in annals (maximum 4)	0,3	
Abstracts published in congresses annals (maximum 4)	0,3	
Work Presentations (maximum 4)	0,3	
Participation in Scientific Events Organizing Committee	0,3	
Awards and Academic Degree	0,5	
5. TECHNICAL PRODUCTION (0.2 per item)	Maximum 0,5	
Processes or techniques / Technical works		

Other types of technical production: booklets, manuals, brochures, protocols		
Artistic and cultural production linked to the health field		
	TOTAL	

BOARD

NAME:
NAME:
NAME:

/SIGNATURE:
/ SIGNATURE:
/ SIGNATURE:

ANNEX VII - RESEARCH PLAN ASSESSMENT ROUTE



UNIVERSIDADE FEDERAL FLUMINENSE
 NURSING SCHOOL AURORA DE AFONSO COSTA
 POST GRADUATE PROGRAM IN HEALTH CARE SCIENCES
 ACADEMIC MASTERS IN HEALTH CARE SCIENCES

RESEARCH PLAN ASSESSMENT ROUTE

CANDIDATE: _____

DATE: ____/____/____

PROJECT TITLE:

TEACHING RESOURCES AND PEDAGOGICAL SKILLS - 4.0 points			
EVALUATION ITEMS	EVALUATOR 1	EVALUATOR 2	EVALUATOR 3
Communication and interaction (0,5)			
Objectivity, capacity for analysis and synthesis (1,0)			
Quality of the material presented (0,5)			
Defense of the proposal (1,0)			
Arguments in responses (0,5)			
Presentation time (0,5)			
PROJECT CONTENT - 6.0 points			
INTRODUCTION - presentation of the theme, delimitation of the research problem, justification and objective (1,5)			
METHODS AND TECHNIQUES - Type of study, field of research, data collection and treatment (2,5)			
BIBLIOGRAPHICAL REFERENCES (Adequate to the Theme and Updated) The standardization adopted is ABNT – (0,5)			
SCHEDULE (0,5)			
Relevance and adherence to the indicated research group (0,5)			
Quality and clarity of the wording and internal consistency of the text (0,5)			
SUBTOTAL			
FINAL GRADE			

BOARD

NAME:
 NAME:
 NAME:

/SIGNATURE:
 / SIGNATURE:
 / SIGNATURE:

ANNEX IX – BIBLIOGRAPHIC REFERENCES FOR CONTENT PROOF

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Consort <http://www.consort-statement.org/checklists/view/32--consort-2010/66-title>