



Placement compliance requirements are an industry pre-requisite for all students and health professionals prior to entering any health facility. Students will not be allocated a placement until all compliance criteria are completed and provided to the College of Nursing and Health Sciences WIL Placement Team. **The compliance criteria varies depending on the placement location; states and territories have different procedures around certain clearances.**

Students are responsible to:

- Allow adequate time to complete all pre-placement requirements; Criminal History screenings may take 6-8 weeks.
- Obtain required Criminal History & Working with Children Check clearances in accordance with the location of your placement venue. For example, if your placement is in Victoria, obtain clearances for Victoria.
- All documents must be valid for the entire duration of the semester the placement topic is being undertaken in.
- Clearances and certificates have expiry dates as noted below and must be renewed prior to placement allocation.
- Keep all documents safe and secure in a placement folder which is taken to all placements.
- Upload all required documents via InPlace. Consult the [InPlace User Guide](#) for help.
- Complete any additional venue specific compliance requirements, as requested.

Further information can be found on our [website](#).

Questions regarding compliance should be sent to CNHS.placements@flinders.edu.au.

Requirement	Detail	Completed (✓)	Expiry
Global Pre-Placement Requirements			
Fitness for Placement Declaration	Declare fitness for placement by reading and acknowledging the Fitness for Placement statement on InPlace.	<input type="checkbox"/>	Per Semester
Student Consent for Placement	Read and acknowledge the essential conditions around student consent for placement using the applicable form on InPlace. Disability and Community Inclusion students could undertake placements both internally and outside Flinders University, please read both consents outside and within Flinders University.	<input type="checkbox"/>	indefinite
Intellectual Property for Placement	Read the student IP declaration on InPlace and acknowledge the changes to intellectual property while you are on placement.	<input type="checkbox"/>	indefinite
Criminal history screenings			
Working With Children Check	Students can initiate their Working with Children Check Application through the following websites:		
	Northern Territory	Ochre Card	2 years
	Victoria	Working with Children Check	5 years
	New South Wales	Working with Children Check	5 years
	Tasmania	Work with Vulnerable People	5 years
	Queensland	Blue Card	3 years
	Western Australia	Working with Children check	3 years
	Australian Capital Territory	Working with Vulnerable People (through digital account)	5 years
NDIS Workers Check	<p>Only if required by placement venue.</p> <p>Please follow the guide available on your course placement requirements page (under detailed compliance information sub section).</p> <p>Students can request the initiation of their NDIS Screening Application through the website for the state or territory where the placement will be undertaken. Select your state or territory on the map provided in this link.</p> <p>The NDIS Employer ID is 4-3LLQ-260 and the Employer is Flinders University.</p> <p>If you require other clearances, please apply for them all at the same time to incur only one fee</p>	<input type="checkbox"/>	5 years

Requirement	Detail	Completed (✓)	Expiry
Police Check	All students require a National Coordinated Criminal History Check (NCCHC) that states the purpose as being for University Placement within the Aged/Health care sector.	<input type="checkbox"/>	3 years (NCCHC)
Other Requirements			
Annual Influenza Vaccination	Every current influenza season receive an influenza vaccination from an immunisation provider. Take this Influenza Vaccination Certificate with you to record your vaccination.	<input type="checkbox"/>	Annual
COVID-19 Vaccination	The University will be guided by ATAGI and our placement providers. Students who have not previously received a COVID-19 vaccine are recommended a single primary dose. Students will be notified if placement providers require more than 1 dose.	<input type="checkbox"/>	N/A