

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 Medicine and Public Health.

Students are responsible to:

- Allow adequate time to complete all pre-placement requirements:
  - Screening and Police Clearances provides checks to ensure our organisation is contributing to creating a safe environment for children and vulnerable people. These clearances (DHS clearances, Ochre, Police Checks) may take 6-8 weeks.
  - Vaccinations may interfere with tuberculosis test results; therefore, it is strongly recommended to complete the Tuberculosis Service screening *before* commencing any vaccinations.
- All documents must be valid for the entire duration of your placement. Clearances and certificates have expiry dates as noted below and must be renewed prior to placement allocation.
- Keep all ORIGINAL documents safe and secure in a placement folder which is taken to all placements. – any site can ask to view them at any time.
- Upload all required documents via InPlace. Consult the [InPlace User Guide](#) for help.
- Ensure address details and emergency contact details are correct and updated on Student Systems, when required.
- Complete any additional venue specific compliance requirements, if requested.

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

Requirement	Detail	Completed (✓)	Expiry
<b>Compulsory Compliance</b>			
<b>Fitness for Placement Declaration</b>	Declare fitness for placement by reading and acknowledging 'Fitness for Placement Disclosure Declaration' on InPlace.	<input type="checkbox"/>	1 year
<b>Access Plan</b>	If you have an Access Plan, please discuss placement options with your Topic Coordinator.	<input type="checkbox"/>	Indefinite
<b>Student Consent for Placement</b>	Read and acknowledge the relevant essential conditions around Student Consent for Placement using the applicable form via <a href="#">Essential pre-placement checks</a> website.	<input type="checkbox"/>	Indefinite
<b>Intellectual Property Transfer and Video</b>	Read the student IP Transfer declaration on InPlace and acknowledge. Watch the IP Counselling video via InPlace and acknowledge important information regarding intellectual property whilst on placement.	<input type="checkbox"/>	Indefinite
<b>Emergency Contact Details</b>	It is mandatory that you provide/update your Emergency Contact details on Student Systems – <a href="#">follow this link</a> to do so. <i>*Please ensure you submit your current semester address as this information may be used for placement allocation mapping*</i>	<input type="checkbox"/>	1 year
<b>DHS Clearance – Aged Care Sector</b>	DHS (Department of Human Services) Aged Care screening. <i>*If you do not hold a current clearance, email <a href="mailto:cmph.compliance@flinders.edu.au">cmph.compliance@flinders.edu.au</a> and we can initiate for you.</i>	<input type="checkbox"/>	3 years
<b>DHS Clearance – Working With Children Check</b>	DHS (Department of Human Services) WWC screening. <i>*Interstate students upload the equivalent clearance provided in your State/Territory</i> <i>*If you do not hold a current SA clearance, email <a href="mailto:cmph.compliance@flinders.edu.au">cmph.compliance@flinders.edu.au</a> and we can initiate for you</i>	<input type="checkbox"/>	5 years
<b>Police Check</b> <i>(NCCHC and NPC are the same)</i>	All students require a Police Check. Students require a National Coordinated Criminal History Check (NCCHC) that specifies 'Unsupervised Contact with Vulnerable Groups' and states the purpose as being for 'University Placement within the Aged/Health care sector' <i>*Fast Checks are accepted provided they contain the above purpose/type information.</i> <i>*Interstate students upload the equivalent clearance provided in your State/Territory.</i>	<input type="checkbox"/>	3 years
<b>SA Health Deed Poll</b>	<i>*If attending SA Health location</i> Students will have access to a range of confidential information whilst attending a SA Health placement and need to be familiar with and understand the relevant requirements of maintaining confidentiality. Students must read, understand and sign the <a href="#">SA Health Deed Poll</a> and upload to InPlace.	<input type="checkbox"/>	Indefinite

<b>Immunisation Standard and Precautionary Advisory Booklet</b>	Students are required to read and understand the Immunisation Standard and Precautionary Advisory Booklet. Refusal to Immunise – information regarding refusal to immunise is included in booklet and a refusal to Immunise Declaration must be completed and uploaded to InPlace.	<input type="checkbox"/>	Indefinite
<b>Immunisation for Health Care Workers in SA</b>	Read and meet the requirements of the Immunisation for Health Care Workers in South Australia. A copy of this form is available in your Shared Documents tab on InPlace.	<input type="checkbox"/>	Indefinite
<b>Immunisation Compliance Certificate</b>	Provide immunity evidence of the Vaccine Preventable Diseases (VPDs) listed on the Flinders University The form must be completed by a medical practitioner. Ensure the medical practitioner provides copies of the supporting evidence identified on Form B including vaccination dates and blood test results (serology). If vaccination against poliomyelitis has been completed but not documented, students may complete a <a href="#">Statutory Declaration</a> and provide this to your medical practitioner. <b>Hepatitis B:</b> Confirmation of immunity post-vaccination is required for all students after completion of vaccination course. Refer to page 2 of the <a href="#">Immunisation Compliance Certificate</a> for further details.	<input type="checkbox"/> <i>In progress (commencement of VPD course)</i> <input type="checkbox"/> <i>Compliant (at completion of VPD course)</i>	Indefinite once all vaccinations and serology completed
<b>COVID – 19 Vaccination</b>	SA Health vaccination policy requires placement students to have up to date COVID-19 vaccinations applicable to health care workers as recommended by ATAGI. ATAGI recommends a primary course of vaccinations against COVID-19 followed by a booster for those eligible. Some health care environments may have additional or varying requirements and students will be notified in these circumstances. <a href="#">See COVID vaccination information</a>	<input type="checkbox"/>	Indefinite Boosters as required
<b>Annual Influenza Vaccination</b>	Book an annual influenza vaccination from an Immunisation provider and upload <a href="#">certificate</a> to InPlace. Influenza season commences March yearly. <i>*Yearly FLU vaccination strongly recommended</i> <i>*Yearly FLU vaccination is a requirement for placements in Aged Care settings</i>	<input type="checkbox"/>	1 year
<b>Tuberculosis screening</b>	Complete the online <a href="#">SA Tuberculosis Service screening questionnaire</a> . Depending on your assessment outcome, clearance may be given immediately, or additional testing and/or a chest clinic appointment may be required by SA TB Services. <i>*Valid indefinitely unless questionnaire responses have changed (e.g., travelled to an area with a high TB prevalence or have been in contact with someone who has active TB).</i>	<input type="checkbox"/>	*Indefinite
<b>Student and False Declarations</b>	Read and acknowledge both statements.	<input type="checkbox"/>	Indefinite
<b>Additional Compliance (if required by your host organisation)</b>			
<b>SUNRISE EMR Training</b>	<i>*Only required for SA Health locations using SUNRISE EMR</i> To access patient records you must complete the SA Health Patient Management training for SUNRISE EMR. You can access the training via the ‘Sunrise EMR & PAS eLearning for Students – current year’ <a href="#">FLO Site</a> . Once complete, screenshot and upload the <b>user report</b> from the Grades page. Contact <a href="mailto:cmph.compliance@flinders.edu.au">cmph.compliance@flinders.edu.au</a> for access. <b>Screenshot MUST include:</b> Your name, your grade & the time/date of completion. You need a score of 80% or greater to complete training.	<input type="checkbox"/>	Yearly
<b>Return to Placement Medical Certificate</b>	<i>*Only required if returning to placement after illness/injury</i> Upload your Return to Placement Medical Certificate and enter the date you are able to recommence your placement.	<input type="checkbox"/>	
<b>NDIS Workers Check</b>	Not compulsory, unless required by your placement host agency/institution. If required, please upload evidence of your NDIS Workers Check and enter expiry date.	<input type="checkbox"/>	

<b>Face Mask Fit Test</b>	Enter the date of your most recent face mask fit testing and upload evidence of fitting. <i>*Only if required by your placement host</i>	<input type="checkbox"/>	Indefinite
<b>General Requirements</b>			
<b>Allied Health Qualification</b>	Provide details of any existing allied health qualification you have (e.g. Social Work, Psychology, Occupational Therapy, Mental Health Nurse)?	<input type="checkbox"/>	Indefinite
<b>Information for placement</b>			
<b>Current Driving License</b>	Do you hold a current, full Australian Driver's license?	<input type="checkbox"/>	Indefinite
<b>Vehicle access during placement</b>	Do you have access to a roadworthy, insured and registered vehicle during placement?	<input type="checkbox"/>	Indefinite
<b>Upload your resume</b>	Upload your current resume. This may be sent to potential placement hosts.	<input type="checkbox"/>	Indefinite