

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
Compulsory Compliance			
Fitness for Placement Declaration	Declare fitness for placement by reading and acknowledging 'Fitness for Placement Disclosure Declaration' on InPlace.	<input type="checkbox"/>	1 year
Access Plan	If you have an Access Plan, please discuss placement options with your Topic Coordinator.	<input type="checkbox"/>	Indefinite
Student Consent for Placement	Read and acknowledge the relevant essential conditions around Student Consent for Placement using the applicable form via Essential pre-placement checks website.	<input type="checkbox"/>	Indefinite
Intellectual Property Transfer and Video	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
Emergency Contact Details	It is mandatory that you provide/update your Emergency Contact details on Student Systems – follow this link 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
DHS Clearance – Aged Care Sector	DHS (Department of Human Services) Aged Care screening. <i>*If you do not hold a current clearance, email cmph.compliance@flinders.edu.au and we will initiate for you.</i>	<input type="checkbox"/>	3 years
DHS Clearance – Working With Children Check	DHS (Department of Human Services) WWC screening. * Interstate students are to upload the equivalent clearance provided in your State/Territory <i>*If you do not hold a current SA clearance, email cmph.compliance@flinders.edu.au and we will initiate for you.</i>	<input type="checkbox"/>	5 years

International Police Check (IPC)	<p>*This is a requirement for students only on placement within a SA Health facility.</p> <p>In the last 10 years, have you lived in a country other than Australia for more than 1 year since turning 18 years of age? If yes, please upload your current International Police Check.</p> <p><i>Fit2Work is an acceptable provider for this check within SA Health's policy</i></p>	<input type="checkbox"/>	Indefinite
Police Check (NCCHC & NPC are the same)	<p>All students require a Police Check.</p> <p>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'</p> <p>* Fast Checks are accepted provided they contain the above purpose/information.</p> <p>* Interstate students please upload the equivalent clearance provided in your State/Territory.</p>	<input type="checkbox"/>	3 years
SA Health Better Placed Deed Poll	<p>*This is a requirement for students only on placement within a SA Health facility.</p> <p>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.</p> <p>Students must read, understand and sign the SA Health Deed Poll and upload to InPlace.</p>	<input type="checkbox"/>	Indefinite
Immunisation for Health Care Workers in SA	<p>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.</p>	<input type="checkbox"/>	Indefinite
Immunisation Compliance Certificate	<p>Provide immunity evidence of the Vaccine Preventable Diseases (VPDs) listed on the Flinders University The form must be completed by a medical practitioner.</p> <p>Ensure the medical practitioner provides copies of the supporting evidence identified on Form B including vaccination dates and blood test results (serology).</p> <p>If vaccination against poliomyelitis has been completed but not documented, students may complete a Statutory Declaration and provide this to your medical practitioner.</p> <p>Hepatitis B: Confirmation of immunity post-vaccination is required for all students after completion of vaccination course. Refer to page 2 of the Immunisation Compliance Certificate for further details.</p>	<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
COVID – 19 Vaccination	<p>SA Health vaccination policy requires placement students to have up to date COVID-19 vaccinations applicable to health care workers as recommended by ATAGI.</p> <p>ATAGI recommends a primary course of vaccinations against COVID-19 followed by a booster for those eligible.</p> <p>Some health care environments may have additional or varying requirements and students will be notified in these circumstances.</p> <p>See COVID vaccination information</p>	<input type="checkbox"/>	Indefinite (Boosters as required)
Annual Influenza Vaccination	<p>Book an annual influenza vaccination from an Immunisation provider and upload certificate to InPlace. Influenza season commences March yearly.</p> <p><i>*Yearly FLU vaccination is a requirement for placements in Aged Care settings</i></p>	<input type="checkbox"/>	1 year
SA Tuberculosis screening	<p>Complete the online SA Tuberculosis Service screening questionnaire.</p> <p>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.</p> <p><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></p>	<input type="checkbox"/>	*Indefinite
Student and False Declarations	<p>Read and acknowledge both statements.</p>	<input type="checkbox"/>	Indefinite

Additional Compliance (if required by your host organisation)			
Sunrise EMR Training	<p>*Only required for SA Health locations using Sunrise EMR</p> <p>To access patient records, you must complete the SA Health Patient Management training for Sunrise EMR.</p> <p>You can access the training via the ‘Sunrise EMR & PAS eLearning for Students – current year’ FLO Site.</p> <p>Once complete, screenshot and upload the user report from the Grades page. Contact cmph.compliance@flinders.edu.au for access.</p> <p>Screenshot MUST include: Your name, your grade & the time/date of completion (a score of 80% or greater is required to complete training)</p>	<input type="checkbox"/>	Yearly
Return to Placement Medical Certificate	<p>*Only required if returning to placement after illness/injury</p> <p>Upload your Return to Placement Medical Certificate and enter the date you are able to recommence your placement.</p>	<input type="checkbox"/>	
NDIS Workers Check	<p>Not compulsory, unless required by your placement host agency/institution. If required, please upload evidence of your NDIS Workers Check and enter expiry date.</p>	<input type="checkbox"/>	
Face Mask Fit Test	<p>*If required by your placement host</p> <p>Enter the date of your most recent face mask fit testing and upload evidence of fitting.</p>	<input type="checkbox"/>	Indefinite
General Requirements			
Allied Health Qualification	<p>Provide details of any existing Allied Health qualification you have (e.g. Social Work, Psychology, Occupational Therapy, Mental Health Nurse)?</p>	<input type="checkbox"/>	Indefinite
Information for placement			
Current Driving License	<p>Do you hold a current, full Australian Driver's license?</p>	<input type="checkbox"/>	Indefinite
Vehicle access during placement	<p>Do you have access to a roadworthy, insured and registered vehicle during placement?</p>	<input type="checkbox"/>	Indefinite
Upload your CV/Resume	<p>Upload your current Resume, noting this will be sent to potential placement hosts.</p>	<input type="checkbox"/>	Indefinite