

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 uploaded to InPlace.

Students are responsible to:

- Allow adequate time to complete all pre-placement requirements:
 - Criminal History Screenings (DHS clearances & Police Checks) may take **6-8 weeks**.
 - Students will be required to pay for the clearances
 - 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 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, 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"/>	per year
Access Plan	Read and acknowledge statement. If you have an Access Plan, you will need to discuss your 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 on InPlace.	<input type="checkbox"/>	Indefinite
Intellectual Property for Placement – IP Transfer & Counselling 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 the Student Management System.	<input type="checkbox"/>	per year
Police Check (NCCHC & NPC are the same)	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 ' Flinders Uni have partnered with checked.com to provide cheaper criminal History checks - Flinders.checked.com.au * Fast Checks are accepted provided they contain the above purpose/information.	<input type="checkbox"/>	3 years
SA Health Compliance – only required if attending SA Health			
Immunisation Compliance Certificate * Flinders University Health Services is a free service for students – we highly recommend you utilise this service.	<ul style="list-style-type: none"> • Complete TB Screening before you have any vaccinations • You may incur a cost if you need further vaccinations • This can take up to 6 months to complete if you need to start the Hepatitis B Vaccination schedule or Booster regime. <p>Meet with a medical Practitioner to discuss your immunisation requirements.</p> <ul style="list-style-type: none"> • Download and print the Immunisation Compliance Certificate • Take the certificate with the cover letter to *Flinders University Health Services or your medical practitioner with any immunisation evidence • Have a blood test (serology) to confirm Hepatitis B immunity <p>Return to your medical practitioner to have form signed off as complete Upload your form to InPlace after every visit to your Medical Practitioner.</p>	<input type="checkbox"/> <i>In progress</i> <i>(commencement of VPD course)</i> <input type="checkbox"/> <i>Compliant</i> <i>(at completion of VPD course)</i>	Indefinite once all vaccinations and serology completed

SA Tuberculosis screening	<p>You will need to complete your TB Screening;</p> <ul style="list-style-type: none"> • Fill in the SATB Questionnaire • Results can take 2 weeks to be returned via email • Cleared by email – upload confirmation email to InPlace • Not Cleared – Arrange an appointment with your Medical Practitioner for an IGRA test (Blood test) • Have your medical practitioner complete the SA TB Clearance form. • Upload your clearance to InPlace <p>*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).</p>	<input type="checkbox"/>	*Indefinite
International Police Check (IPC)	<p>Have you lived outside of Australia for 12 months or more since you turned 18 years of age or in the last 10 years?</p> <p>If you have answered yes to the question, you must provide an International Police Clearance.</p> <ul style="list-style-type: none"> • If you have an international police clearance issued in the last 12 months upload it to InPlace for verification. <p>OR</p> <ul style="list-style-type: none"> • Apply online using Fit2Work 	<input type="checkbox"/>	Indefinite
EMR Sunrise Module	<p>Required by SA Health to access patient records on Placement.</p> <ul style="list-style-type: none"> • Access your FLO page and locate the Sunrise EMR & PAS current year module located in your courses • Upload your results to InPlace showing student name, assessment (including year) and grade (grade must be higher than 80%). 	<input type="checkbox"/>	per year
SA Health Better Placed Deed Poll	<p>Students will have access to a range of confidential information whilst attending a placement and need to be familiar with and understand the relevant requirements of maintaining confidentiality.</p> <ul style="list-style-type: none"> • Download the SA Health Better Placed Deed Poll • Sign the deed poll (anyone over 18 can witness) 	<input type="checkbox"/>	Indefinite
Additional Compliance – you will be contacted if this is required			
Working with Children Check	<p>You will be contacted if the clearance is required. You can initiate your own clearance through DHS website</p> <p>* Interstate students are to upload the equivalent clearance provided in your State/Territory</p>	<input type="checkbox"/>	5 years