

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>Global Pre-Placement Requirements</b>			
<b>Fitness for Placement Declaration Access Plan</b>	Read and select appropriate response from drop-down list to complete the Fitness for Placement Disclosure Declaration statement and Access Plan question on InPlace.	<input type="checkbox"/>	Yearly
<b>Student Consent for Placement</b>	Read and acknowledge the relevant essential conditions around student consent for placement using the applicable form on InPlace.	<input type="checkbox"/>	Indefinite
<b>Intellectual Property for Placement and Video</b>	Read the student IP declaration on InPlace and acknowledge the changes to intellectual property while you are on placement	<input type="checkbox"/>	Indefinite
<b>Emergency Contact Details</b>	It is mandatory that you update your Emergency Contact details on Student Systems.	<input type="checkbox"/>	Yearly
<b>Immunisation Compliance Certificate</b>	<p>Provide immunity evidence of the Vaccine Preventable Diseases (VPDs) listed on the Flinders University <a href="#">Immunisation Compliance Certificate</a>. The form must be completed by a medical practitioner.</p> <p>Ensure the medical practitioner provides copies of the supporting evidence identified on the Form B including vaccination dates and blood test results (serology).</p> <p>If vaccination against poliomyelitis has been completed but not documented, students can complete a <a href="#">Statutory Declaration</a> and provide this to the medical practitioner.</p>	<input type="checkbox"/> <i>In progress (at commencement of course)</i> <input type="checkbox"/> <i>Compliant (at completion of course)</i>	Indefinite once all vaccinations and serology completed
<b>Student &amp; False Declarations</b>	Acknowledge both statements	<input type="checkbox"/>	Indefinite

Compulsory Compliance (NT Placements only)			
Ochre Card	To undertake placements in the Northern Territory you are required to have a working with children clearance in the Northern Territory, known as an <i>Ochre Card</i> . <a href="https://nt.gov.au/emergency/community-safety/working-with-children-clearance-before-you-apply">https://nt.gov.au/emergency/community-safety/working-with-children-clearance-before-you-apply</a>	<input type="checkbox"/>	2 years
NT Government Deed Poll	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. Students must read, understand and sign the <a href="https://health.nt.gov.au/careers/student-placements/before-you-start-your-student-clinical-placement">https://health.nt.gov.au/careers/student-placements/before-you-start-your-student-clinical-placement</a> and upload to InPlace	<input type="checkbox"/>	indefinite
Police Check for NT placements  (NT students)  *Note NCCHC and NPC are the same thing*	<b>All students require a Police Check dated no earlier than 6 months prior to commencement of the academic year in which the student placement is undertaken.</b>  NT DoH will ONLY accept NPCs by a state or territory police service but preferably from <a href="#">SAFE NT</a> . For SAFE NT clearances specify purpose/occupation as <i>Unsupervised contact for health/aged placement</i>  For any other state or territory National Coordinated Criminal History Check (NCCHC) it must specify <i>Unsupervised Contact with Vulnerable Groups</i> and states the purpose as being for <i>University Placement within the Aged/Health care sector</i> . <b>NT students upload in NT section on InPlace</b>	<input type="checkbox"/>	1 year (NCCHC)
NT Tuberculosis screening	I have read and understood the NT Government website information on TB <a href="https://nt.gov.au/wellbeing/health-conditions-treatments/bacterial/tuberculosis-tb">https://nt.gov.au/wellbeing/health-conditions-treatments/bacterial/tuberculosis-tb</a>  Please upload clearance confirmation documentation to InPlace.  Documentation must be dated within 3 months from the placement date.	<input type="checkbox"/>	indefinite*
Hand Hygiene	Register online with <a href="#">National Hand Hygiene Initiative</a> and complete the <i>Hand Hygiene for clinical healthcare workers</i> module. A certificate is provided upon completion	<input type="checkbox"/>	End of calendar year
Manual Tasks	This is a yearly requirement for ALL SA/NT student/placements Access via the CMPH Work Integrated Learning FLO page. Complete the Manual Task Online Module for the current year, screenshot and upload User Report from the Grades page	<input type="checkbox"/>	End of calendar year
Recommended Compliance			
COVID – 19 Vaccination	Ensure you have a course of minimum 1 x COVID-19 vaccinations and maintain your immunity as per NT/Federal Health Government Department directions.	<input type="checkbox"/>	N/A
Annual Influenza Vaccination	Every current influenza season receive an influenza vaccination from an immunisation provider. Take this <a href="#">certificate</a> with you to record your vaccination.	<input type="checkbox"/>	Annual
Additional Requirements			
Return to Placement Medical Certificate*	Upload your Return to Placement Medical Certificate and enter the date you are able to recommence your placement  *Only required if returning to placement after illness/injury	<input type="checkbox"/>	As required
Mask fit testing*	Enter the date of your most recent face mask fit testing and upload evidence of fitting  *Only if required	<input type="checkbox"/>	As directed