



How to Prepare for Placement – Ashford Hospital

- Research the hospital
- Read ACHA paperwork included within this pack, including:
 - Immunisation Table*
 - Infection Control Orientation Pamphlet
 - Safe Use PPE Poster
- Look up medications/procedures/medical conditions based on your allocated area

What to Bring to your Orientation

General Evidence

- Student ID
- Blood Safe Certificate
- Working With Children Check
- Basic Life Support Certificate
- Manual Handling Certificate
- Hand Hygiene Certificate
- Medication Calculation Certificate
- Fit Testing evidence & details of P2 / N95 mask size

Vaccination Evidence (Refer to Immunisation Table* for details)

Note: Training organisation documents are not accepted

- Covid-19
- Diphtheria, Tetanus and Pertussis
- Fluvax
- Hepatitis B
- Measles, Mumps and Rubella
- Polio
- TB Screen
- Varicella

RN/EN/RM Student Paperwork (Please print and bring with you)

- 2.505 Confidentiality Agreement Student Placements-Business Visitors
- Car Parking Form (if planning to utilise the car park)
- Mandatory Orientation Checklist Student and Work Experience
- Student Clinical Placement Roster



Ashford Hospital

Flinders Private Hospital

The Memorial Hospital

1 Flinders Drive
Bedford Park SA 5042

P 08 8275 3587

F 08 8275 3772

acha.org.au

- Student Contact Details Form
- Student Evaluation Form (for completion at the end of placement)
- Student Placement Attendance Record
- WHS Safety Induction Checklist

COCE RM Student Paperwork (Please print and bring with you)

- 2.505 Confidentiality Agreement Student Placements-Business Visitors
- Mandatory Orientation Checklist Student and Work Experience
- Student Contact Details Form
- Student Evaluation Form (for completion at the end of placement)
- WHS Safety Induction Checklist

Once you are on placement*

- Read ACHA policies
 - 0.030 Code of Conduct
 - 18.04 Medication Administration by a Nursing / Midwifery Student
 - 2.511 Observational Visitors to the Hospital
 - 2.510 Privacy Guidelines for Student Placement
 - 0.21 Privacy Policy
 - 4.40 Social Media Policy – Employee Use
 - WHS-POL-01 Work, Health & Safety and Injury Management
- *all located in Clinical Facilitator and Student Resource Folder and intranet