

**Pre-Placement Compliance Checklist (Non-SA student)**

Students undertaking a placement for diabetes must complete the below compliance and upload it to InPlace for verification before placement commences.

- Please allow adequate time to complete all pre-placement requirements:
  - Criminal History screenings (DHS clearances, 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 questionnaire *before* commencing any vaccinations.
- All documents must be valid for the entire duration of your placement.
- Keep all documents safe and secure
- Upload all required documents via InPlace. Consult the [InPlace User Guide](#) for help.
- Complete any additional venue specific compliance requirements, as requested.

Requirement	Detail	Completed (✓)	Expiry
<b>Global Pre-Placement Requirements</b>			
<b>Fitness for Placement Declaration</b>	Declare fitness for placement by reading and acknowledging the Fitness for Placement statement on InPlace.	<input type="checkbox"/>	per semester
<b>Student Consent for Placement</b>	Read and acknowledge the relevant essential conditions around student consent for placement using the applicable form on InPlace. Nursing students will undertake all placements outside Flinders University.	<input type="checkbox"/>	indefinite
<b>Intellectual Property for Placement</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>COVID – 19 Vaccination</b>	As of 1st November 2021, SA Health, Aged Care and a vast majority of agencies require a full COVID vaccination status.	<input type="checkbox"/>	indefinite
<b>Emergency contact</b>	Confirm your emergency contact details are up to date in the Student Information System.	<input type="checkbox"/>	indefinite
<b>Criminal history screenings</b>			
<b>Working with Children Check</b>	Students must have a valid Working with Children's check for the state where they are undertaking placement.	<input type="checkbox"/>	5 years
<b>Police Check</b>	<p>All 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>For international students, an international criminal history check (ICHC) is valid for only three months after arrival into Australia. International students must supply an NCCHC within 3 months of arrival, and prior to placement commencement date, unless otherwise instructed.</p> <p>A certified translation is also required if the international criminal history check is not in English. <a href="#">Fit2Work</a> is an acceptable provider to obtain your individual ICHC.</p> <p>When you have a NCCHC and ICHC Police Check combine both documents in one file and upload into InPlace.</p>	<input type="checkbox"/>	3 years (NCCHC) Or 3 months (ICHC)
<b>Infectious diseases and immunisations</b>			
<b>Tuberculosis screening</b>	<p>Complete the online <a href="#">SA Tuberculosis Service screening questionnaire</a> or the TB screening available in the state where the student is undertaking placement.</p> <p><b>It is strongly recommended</b> students do this before commencing any vaccinations.</p> <p>Depending on the assessment outcome, clearance may be given straight away, or additional testing and/or a chest clinic appointment may be required.</p>	<input type="checkbox"/>	indefinite*

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<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"/>	indefinite
<b>Influenza Vaccination Certificate</b>	<p>Book an annual influenza vaccination from an immunisations provider. This form can be used <a href="#">Influenza vaccination certificate (PDF)</a></p>	<input type="checkbox"/>	Annually