

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:
 - Criminal History screenings (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
Global Pre-Placement Requirements/Compulsory Compliance – ALL Students			
Fitness for Placement Declaration	Declare fitness for placement by reading and acknowledging the Fitness for Placement statement on InPlace	<input type="checkbox"/>	Each 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 using the applicable form. Follow the link on InPlace, see section <i>Essential compliance requirements for all students</i>	<input type="checkbox"/>	indefinite
Intellectual Property for Placement – IP Transfer & Counselling video	Read the student IP declaration on InPlace and acknowledge the changes to intellectual property while you are on placement. Watch the IP video	<input type="checkbox"/>	indefinite
Emergency Contact Details	It is mandatory that you update your Emergency Contact details on Student Systems. Please follow this link to update <i>*Please ensure you have current semester address details as this information may be used for placement allocation mapping*</i>	<input type="checkbox"/>	Each year
Immunisation Compliance Certificate	Provide immunity evidence of the Vaccine Preventable Diseases (VPDs) listed on the Flinders University Immunisation Compliance Certificate . The form must be completed by a medical practitioner Ensure the medical practitioner provides copies of the supporting evidence identified on the Form B including vaccination dates and blood test results (serology) If vaccination against poliomyelitis has been completed but not documented, students can complete a Statutory Declaration and provide this to the medical practitioner 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 detail	<input type="checkbox"/> <i>In progress (at commencement of VPD course)</i> <input type="checkbox"/> <i>Compliant (at completion of VPD course)</i>	indefinite
Annual Influenza Vaccination	Book an annual influenza vaccination from an immunisation provider and upload certificate or other evidence of vaccination to InPlace	<input type="checkbox"/>	Each year/ influenza season
COVID – 19 Vaccination	SA Health vaccination policy requires placement students to have up to date COVID-19 vaccinations applicable to health care workers as recommended by ATAGI ATAGI recommends a primary course of vaccinations against COVID-19 followed by a booster for those eligible Some health care environments may have additional or varying requirements and students will be notified in these circumstances See COVID vaccination information	<input type="checkbox"/>	Indefinite Boosters as required

Student & False Declarations	Acknowledge both statements	<input type="checkbox"/>	Indefinite
Compulsory Compliance (SA Placements)			
DHS Clearance – Aged Care Sector	DHS (Department of Human Services) screenings were previously known as DCSI screenings. WIL initiates this clearance, and an email will be sent to students to action	<input type="checkbox"/>	3 years
DHS Clearance – Working with Children Check	DHS (Department of Human Services) screenings were previously known as DCSI screenings. WIL initiates this clearance, and an email will be sent to students to action. <i>*Clearances issued before July 01, 2019 are valid for 3 years from date of issue only</i>	<input type="checkbox"/>	5 years*
International Police Check (IPC)	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 <i>*This is a requirement for students on placement within an SA Health facility. Fit2Work is an acceptable provider for this check within SA Health's policy</i>	<input type="checkbox"/>	Indefinite
Police Check <i>*note NCCHC and NPC are the same thing*</i>	All students require a Police Check. Students require a National Coordinated Criminal History Check (NCCHC) that specifies <i>Unsupervised Contact with Vulnerable Groups</i> and states the purpose as being for <i>University Placement within the Aged/Health care sector</i> . <i>Fast Checks are accepted provided they contain the above purpose/type information</i> *SA students upload in SA section on InPlace	<input type="checkbox"/>	3 years (NCCHC)
SA Ambulance Service Observer Indemnity	Acknowledge and agree to accompany a SAAS staff member as an observer and upload document (SA Ambulance Service Observer Indemnity)	<input type="checkbox"/>	indefinite
SA Health 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, sign and have a witness sign the SA Health Deed Poll . and upload to InPlace	<input type="checkbox"/>	indefinite
Tuberculosis screening	Complete the online SA Tuberculosis Service screening questionnaire . It is strongly recommended you do this before commencing any vaccinations Depending on the assessment outcome, clearance may be given straight away, or additional testing and/or a chest clinic appointment may be required by SA TB Services <i>*Valid indefinitely unless the questionnaire responses have changed (eg travel to an area with a high TB prevalence or contact with someone who has active TB)</i>	<input type="checkbox"/>	indefinite*
Face Mask Fit Test	Enter the date of your most recent face mask fit testing and upload evidence of fitting	<input type="checkbox"/>	Indefinite
Additional Requirements			
PPE Declaration	Please upload verified certificate of Personal Protective Equipment (PPE) Declaration Form once you have completed training in safely donning and doffing all Ambulance Service PPE requirements. <i>*To be completed each year in class</i>	<input type="checkbox"/>	Each year*
Hand Hygiene Certificate	Register online with National Hand Hygiene Initiative and complete the <i>Hand Hygiene for clinical healthcare workers</i> module. A certificate is provided upon completion	<input type="checkbox"/>	Each year
Medical and Functional Assessment	It is necessary to be medically and physically fit to meet the requirements for your ambulance placements.	<input type="checkbox"/>	indefinite
Placement uniform	You are required to wear your paramedic student uniform for ALL placements, practical sessions and at other times when requested. Order through Corporate Image	<input type="checkbox"/>	ongoing
Return to Placement Medical Certificate	Upload your Return to Placement Medical Certificate and enter the date you are able to recommence your placement <i>*Only required if returning to placement after illness/injury</i>	<input type="checkbox"/>	As required