



# Flinders University Clinical Rehabilitation Pre-Placement Compliance Checklist

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 Nursing and Health Sciences WIL Placement Team.

Students are responsible to:

- Allow adequate time to complete all pre-placement requirements:
  - Criminal History screenings (DHS & NDIS clearances, Police Checks) may take 6-8 weeks.
  - Vaccinations may interfere with tuberculosis test results; therefore, it is strongly recommended to complete the SA Tuberculosis Service screening questionnaire *before* commencing any vaccinations.
  - Vaccination schedules may take up to 7 months.
- 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, as requested.

Further information can be found on our [website](#).

Requirement	Detail	Completed (✓)	Expiry
<b>Global Pre-Placement Requirements</b>			
<b>Fitness for Placement Declaration</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"/>	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. CNHS students may undertake placements both internally and 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>Criminal history screenings</b>			
<b>DHS Clearance – Aged Care Sector</b>	DHS (Department of Human Services) screenings. Students can initiate their DHS Screening Application through the <a href="#">DHS Website</a>	<input type="checkbox"/>	3 years
<b>DHS Clearance – Working With Children Check</b>	Students can initiate their DHS Screening Application through the <a href="#">DHS Website</a>	<input type="checkbox"/>	5 years
<b>NDIS Workers Check</b>	Please follow the guide available on your course placement requirements page (under detailed compliance information sub section). Students can request the initiation of their NDIS Screening Application through the <a href="#">DHS Website</a>	<input type="checkbox"/>	5 years
<b>Police Check</b>	All students require a National Coordinated Criminal History Check (NCCHC) that specifies Unsupervised Contact with Vulnerable Groups (UNSUP/VUL GRPS) and states the purpose as being for University Placement within the Aged/Health care sector.	<input type="checkbox"/>	3 years (NCCHC)
<b>Infectious diseases and immunisations</b>			
<b>Tuberculosis screening</b>	Complete the online <a href="#">SA Tuberculosis Service screening questionnaire</a> . <b>It is strongly recommended</b> 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. Check 'compliance requirements for placement eligibility' info on placement website if follow up required.  *Valid indefinitely unless the questionnaire responses have changed (e.g. travel to an area with a high TB prevalence or contact with someone who has active TB)	<input type="checkbox"/>	indefinite*

Requirement	Detail	Completed (✓)	Expiry
<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 an Australian immunisation provider.</p> <p>Ensure your medical practitioner provides you copies of the supporting evidence identified on the Form B including vaccination dates and blood test results (serology) as you may be requested to produce these documents for confirmation.</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>Annual Influenza Vaccination</b>	<p>Every current influenza season receive an influenza vaccination from an immunisation provider. Take this <a href="#">Influenza Vaccination Certificate</a> with you to record your vaccination.</p>	<input type="checkbox"/>	Annual
<b>COVID-19 Vaccination</b>	<p>Ensure you have received a course of minimum 3x COVID-19 vaccinations and maintain your immunity as per SA/Federal Health Government Department directions. <a href="#">Book an appointment</a></p>	<input type="checkbox"/>	N/A
<b>Other Requirements</b>			
<b>SA Health Deed Poll</b>	<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> <p>Students must read, understand and sign the <a href="#">SA Health Deed Poll</a>.</p>	<input type="checkbox"/>	indefinite
<b>Cardiopulmonary Resuscitation (CPR)</b>	<p>Attend and complete a <i>practical</i> training course that is compliant with (or equivalent to) the <i>HLTAID009 - Provide CPR</i> standard.</p> <p>Acceptable evidence includes a certificate of completion or a letter on company letterhead stating student name and the date of completion.</p>	<input type="checkbox"/>	1 year
<b>Hand Hygiene</b>	<p>Register online with <a href="#">National Hand Hygiene Initiative (NHHI)</a> and complete the <a href="#">Hand Hygiene Student Health Practitioners Online Learning</a> module. A certificate is provided upon completion.</p>	<input type="checkbox"/>	1 year
<b>Infection Control</b>	<p>Register online with <a href="#">National Hand Hygiene Initiative (NHHI)</a> and complete the <a href="#">Principles of infection prevention and control</a> module. A certificate is provided upon completion.</p>	<input type="checkbox"/>	1 year
<b>SA Health Electronic Medical Records (EMR)</b>	<p>Complete the <a href="#">Sunrise EMR and PAS eLearning for Students</a> on FLO. Access your FLO page and locate the current year module located in your additional tab section.</p> <p>All parts of each module must be completed before commencing the module assessment.</p> <p>Acceptable evidence is a screenshot showing student name and confirmation of completion.</p>	<input type="checkbox"/>	Annual (expires end of calendar year)