

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 WIL Placement Team.

Students are responsible to:

- All documents must be valid for the entire duration of your placement. Clearances that 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.
- Upload all required documents via InPlace. Consult the [InPlace User Guide](#) for help.
- 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 – ALL Students			
Fitness for Placement Declaration	Declare fitness for placement by reading and acknowledging the Fitness for Placement statement on InPlace.	<input type="checkbox"/>	Per Year
Access Plan	If you have an Access Plan, you will need to discuss your placement options with your Topic Coordinator. Please make an appointment in advance of your placement to ensure considerations can be made. You can also contact the Disability Service on 8201 2118 or email disability@flinders.edu.au to discuss your needs further. If you do have an access plan does it incorporate placement considerations?	<input type="checkbox"/>	indefinite
Student Consent for Placement	<p>Please note that there are two consent documents:</p> <ul style="list-style-type: none"> • Placements undertaken outside Flinders University - Student Consent for Placement Statement (PDF) <p>OR</p> <ul style="list-style-type: none"> • Placements undertaken within Flinders University ONLY - Student Consent for Internal WIL Placement with Flinders University Statement (PDF) <p>If you are advised that your placement is within Flinders University, you complete the second consent.</p> <p>Read and acknowledge the relevant essential conditions around student consent for placement using the applicable form on InPlace.</p>	<input type="checkbox"/>	indefinite
Intellectual Property for Placement	Read the student IP declaration on InPlace and acknowledge the changes to intellectual property while you are on placement.	<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 address details as this information may be used for placement allocation mapping*</i>	<input type="checkbox"/>	1 year
Immunisation Standard and Precautionary Advisory Booklet	Students are required to read and understand the Immunisation Standard and Precautionary Advisory Booklet. Refusal to Immunise – information regarding refusal to immunise is included in booklet and a refusal to Immunise Declaration must be completed and uploaded to InPlace	<input type="checkbox"/>	indefinite
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	<input type="checkbox"/> <i>In progress (at commencement of course)</i> <input type="checkbox"/> <i>Compliant</i>	indefinite

	after completion of vaccination course. Refer to page 2 of the Immunisation Compliance Certificate for further detail **Note: not all placement venues require this**	(at completion of course)	
Annual Influenza Vaccination	Book an annual influenza vaccination from an immunisation provider and upload certificate or other evidence of vaccination to InPlace **Note: not all placement venues require this**	<input type="checkbox"/>	1 year
SARS-CoV-2 (COVID – 19) Vaccination	In line with the SA Health Policy – Addressing vaccine preventable disease: Occupational assessment, screening, and vaccination 18/11/22 Health care students are Classified as Category A and are required to have and provide evidence of up-to date COVID -19 vaccinations as defined by ATAGI As of 10/02/2022 this is Two Doses plus a booster	<input type="checkbox"/>	indefinite*
Student & False Declarations	Acknowledge both statements	<input type="checkbox"/>	
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*
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 – Vulnerable Person Related Screening	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
Police Check *note NCCHC and NPC are the same thing*	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 *Please note: Interstate students are required to update your states equivalent to InPlace.	<input type="checkbox"/>	3 years (NCCHC)
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 and sign the SA Health Deed Poll . and upload to InPlace. **Note: this is only required for SA Health placement venues**	<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. *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) **Note: not all placement venues require this**	<input type="checkbox"/>	indefinite*
Face Mask fit testing	Enter the date of your most recent face mask fit testing and upload evidence of fitting *Only if required by your host organisation/agency	<input type="checkbox"/>	indefinite