

MMED 9450/9451 Clinical Performance - Elective
Placement Provider Application Form – 2023
Student Details

Student ID:		Student Name:	
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I declare that I am fit to undertake this placement.

I agree to be bound by the Conditions of Placement overleaf

Student Signature		Date	
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Proposed Placement Details

Placement Provider			
Contact Person for Placement			
Primary Placement Facility Name and Address			
Suburb		Postcode	
If applicable, provide name and address of other placement locations – <i>this includes hospitals, allied health locations etc. at which placement activities are proposed to be undertaken in addition to the above primary placement location</i>			
Email Address			
Telephone			
Placement Start Date		Placement Finish Date	

The placement must be a minimum of four weeks to a maximum of six weeks in duration.
 The expectation is that the student would undertake this placement in a full-time capacity.

The Placement Provider makes application to provide the student with this placement in accordance with the Conditions of Placement overleaf

Proposed Nominated Placement Supervisor's Details (Supervisor to complete)

Supervisor's Name			
Position			
Email Address			
Contact Phone Number			

I agree that in the event that Flinders approves this Application the Placement Provider will provide the student with this placement under my supervision and in accordance with the following Conditions of Placement.

Supervisor Signature		Date	
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CONDITIONS OF PLACEMENT

The Placement Provider must

1. Placement
 - have the capacity to provide a placement as described in the Supervisor Handbook - Doctor of Medicine Elective Placement (“the Handbook”)
 - bear all expenses incurred by it in connection with providing the placement including all its costs of providing supervision, facilities and resources in respect of the placement.
2. Supervision
 - provide appropriate supervision as described in the Handbook.
3. Work Health and Safety
 - provide the student with a safe workplace, including by:
 1. taking reasonable precautions in respect of the health, safety and welfare of the student in a non-discriminatory and harassment free work environment;
 2. ensuring the student is informed of relevant occupational health and safety requirements and procedures;
 3. contacting the Work Integrated Learning Support Team College of Medicine and Public Health by email (cmph.year4medicine@flinders.edu.au) or by telephone (+61 8 7221 8390) in the event of a student having an accident, sustaining an injury or being involved in a safety incident whilst on placement.
4. Insurance
 - have adequate public liability insurance cover in relation to loss, damage or injury suffered by the student and/or University staff as a result of acts or omissions by the Placement Provider, its employees or third parties.

The Nominated Placement Supervisor must:

- Fulfill the expectations of the Supervisor as outlined in the Handbook.
- Provide appropriate placement experiences and activities for the student.
- Discuss with the student professional conduct, confidentiality and privacy obligations and appropriate professional behaviour.
- Make the student aware of any Placement Provider policies or procedures with which they are expected to comply.
- Agree and document with the student appropriate confidentiality and intellectual property ownership arrangements.
- Provide reasonable supervision of the student during the placement.
- Communicate with the Work Integrated Learning Support Team in relation to any problems or concerns about the placement.
- Seek approval from ALL placement provider facility locations that the student may attend (beyond the primary setting) prior to commencement of the placement. Provide details of the student to those other placement facility providers.
- Ensure prior patient or other third party consent is obtained for a student to participate in any placement activity involving a patient or other third party.

The University must

5. Placement
 - provide advice to the Placement Provider and the student as to the requirements of the placement including the provision of all applicable placement information, declarations, consents, checks and certifications required to enable the University to approve a placement for academic credit.
 - provide advice to the student as to student responsibilities in the workplace including expected standards of behaviour and performance, compliance with Placement Provider policies and procedures and reasonable and lawful Placement Provider directions.
 - provide adequate support to the student before, during and after placement.
 - advise the student as to provisions for suspension or withdrawal from placement.
 - review and be satisfied with the placement details contained on the Placement Provider Application Form. The University shall be bound by these Conditions of Placement upon receipt of a duly completed and fully executed copy of the Placement Provider Application Form.
6. Supervision
 - provide the student and Placement Provider with the contact details of staff members responsible for the coordination of the placement and University supervision of the student.
 - in consultation with the Nominated Placement Supervisor, provide appropriate supervision in relation to the student on placement.
7. Work Health and Safety
 - provide the student with appropriate general work health and safety preparation before placement.
8. Insurance
 - have adequate public liability and professional indemnity insurance for the student.