

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:
 - Screening and Police Clearances provides checks to ensure our organisation is contributing to creating a safe environment for children and vulnerable people. These clearances (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			
Fitness for Placement Declaration/ Access Plan	Declare fitness for placement by reading and acknowledging the Fitness for Placement statement on InPlace.	<input type="checkbox"/>	Every placement Year
Student Consent for Placement	Read and acknowledge the relevant essential conditions around student consent for placement using the applicable form on InPlace.	<input type="checkbox"/>	indefinite
Intellectual Property for Placement and Video	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"/>	Every placement Year
Student & False Declarations	Acknowledge both statements	<input type="checkbox"/>	indefinite
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.	<input type="checkbox"/> <i>In progress (at commencement of course)</i> <input type="checkbox"/> <i>Compliant (at completion of course)</i>	Indefinite once all vaccinations and serology completed
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 Boosters as required

Annual Influenza Vaccination	Book an annual influenza vaccination from an immunisation provider and upload certificate to InPlace. Influenza season commences March yearly.	<input type="checkbox"/>	Every Influenza Season
Screening clearances – SA Students/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. *Clearances issued before July 01 2019, are valid for 3 years from date of issue only	<input type="checkbox"/>	5 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 (SA students) *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>	<input type="checkbox"/>	3 years*
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	<input type="checkbox"/>	indefinite
Tuberculosis screening SA	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)	<input type="checkbox"/>	yearly
Sunrise EMR & PAS training	To access patient records you must complete the SA health patient management training for SUNRISE EMR. Training must be completed yearly prior to commencing Year 3 and Year 4 (the WIL support team will remind you). You can access the training via the ‘ Sunrise EMR & PAS eLearning for Students – current year ’ FLO Site . Once complete, screenshot and upload the user report from the Grades page. Screenshot MUST include: <i>Your name, your grade & the time/date of completion. You need a score of 80% or greater to complete training.</i>	<input type="checkbox"/>	Yearly for year 3 and 4 students
Other Requirements			
Hand Hygiene	Register online with National Hand Hygiene Initiative and complete the <i>Hand Hygiene Student Health Practitioners</i> module. A certificate is provided upon completion.	<input type="checkbox"/>	End of calendar year
Manual Handling	This is a yearly requirement for ALL SA student/placements. Complete via module on FLO in Doctor of Medicine page and upload verification of completion on InPlace.	<input type="checkbox"/>	End of calendar year
Return to Placement Medical Certificate	Upload your Return to Placement Medical Certificate and enter the date you are able to recommence your placement *Only required if returning to placement after illness/injury	<input type="checkbox"/>	As required
Mask fit testing	Enter the date of your most recent face mask fit testing and upload evidence of fitting	<input type="checkbox"/>	As directed