

GRADUATE SCHOOL OF HEALTH CLINICAL PLACEMENT COMPLIANCE CHECKLIST

Instructions:

1. Complete all the below sections prior to your clinical placements, to ensure you can meet your course requirements.
2. Upload all documents to MyPlacement as JPEG, PNG, or PDF files. HEIC files cannot be opened.
3. Complete each section below and ensure all evidence is uploaded before submission.

VACCINATIONS	VACCINATION EVIDENCE (Upload to MyPlacement <u>DOCUMENTS</u>)	SEROLOGY EVIDENCE (Upload to MyPlacement <u>DOCUMENTS</u>)	✓
NSW Vaccination Record Card	Frequently Asked Questions - Vaccination	Policy Directive	
Vaccination evidence	<p>Vaccination evidence must be in the form of:</p> <ul style="list-style-type: none"> written record of vaccination signed, dated, and stamped by a medical practitioner / nurse immuniser or pharmacist vaccinator (for authorised vaccines only) on the NSW Health Vaccination Record Card for Category A Workers and Students Australian Immunisation History Statement <p>Note: If the Immunisation History Statement or Digital Certificate downloaded via MyGov has an Individual Health Identifier (IHI) listed, remove/redact the IHI before sending. See YouTube video for help.</p>	<p>AND / OR Vaccination evidence must be in the form of:</p> <ul style="list-style-type: none"> serological confirmation of protection 	
Diphtheria, Tetanus, and Pertussis	One adult dose of diphtheria, tetanus, and pertussis (dTpa) vaccine within the last 10 years. dTpa booster is required 10-yearly.	Serology will <u>not</u> be accepted.	
Hepatitis B	History of age-appropriate hepatitis B vaccination course. A full adult (≥20 years of age) course of hepatitis B vaccine consists of three doses, at either a 0, 1 and 4 month or a 0-, 2- and 4-month interval schedule (or if before July 2013 at 0, 1 and 3 months).	<p>AND Anti-HBs ≥ 10mIU/mL OR</p> <p>AND Documented evidence of anti-HBc, indicating past hepatitis B infection, and/or HBsAg+.</p>	
Hepatitis B Vaccination Declaration	Completed Hepatitis B Vaccination Declaration is acceptable only if all attempts fail to obtain the vaccination record showing previous vaccinations.	-	
Measles, Mumps and Rubella	Two doses of measles, mumps, and rubella (MMR) vaccine at least one month apart.	OR Positive IgG for measles, mumps, and rubella	
Varicella	Two doses of varicella vaccine at least one month apart (or evidence of 1 dose if the person was vaccinated before 14 years of age).	<p>OR Positive IgG for varicella</p> <p>OR Australian Immunisation Register (AIR) History Statement that records natural immunity to chickenpox.</p>	
Influenza	Annual influenza vaccination is mandatory for all clinical students attending placement between 1 June and 30 September each year. Students must receive the current southern hemisphere influenza vaccine registered for use by the TGA. Note: If you have previously received Full Compliance but are missing your current season Flu vaccine, you must send your evidence to NSW Health as soon as possible to update your profile. Any student who has not provided a <u>current season Flu vaccination record by 1 June each year</u> will automatically revert to Not Compliant and be unable to attend placement.	Serology will <u>not</u> be accepted.	
Tuberculosis	Ensure your doctor has completed <u>all</u> TB questions (Y/N) and sections on your Vaccination Record Card.	-	
Tuberculosis (TB) Assessment Tool	Read, complete, and sign the form (Attachment 7). <u>All</u> students must complete the TB Assessment Tool (even if ticked 'No' for TB on your vaccination card).	Form must be signed and dated. Old form versions are <u>not</u> accepted.	

NSW HEALTH REQUIREMENTS	UPLOAD to MyPlacement <u>DOCUMENTS</u>	NOTE	✓
Undertaking / Declaration	Read, complete, and sign the form (Attachment 6).	Form must be signed and dated. Old form versions are <u>not</u> accepted.	
Code of Conduct Declaration	Read, complete and sign the form to agree to abide by the NSW Health Code of Conduct .	Form must be signed and dated. Old form versions are <u>not</u> accepted.	
Australian National Police Check	Apply for a National Police Check (must be valid for the completed duration of your course). Must be issued by an Australian Criminal Intelligence Commission (ACIC) accredited body . National criminal record checks are valid for five years since the date of issue. If completing a placement outside of NSW, you may also need to apply for a police check in that state.	If a charge or conviction is listed, you must apply for a Clinical Placement Clearance . This application must be done within 3 months of your placement (evidence will be required).	
Overseas Police Check	Overseas students are required to provide a National Police Check from their home country or any country they have resided in since turning 18 years of age.	If overseas students cannot provide this police check, they can sign the Overseas Student Statutory Declaration . Please upload this to MyPlacement under Documents.	

GSH REQUIREMENTS	UPLOAD to MyPlacement <u>CHECKS</u>	NOTE	✓
Working with Children Check	Apply for a Volunteer Working with Children Check (WWCC). If completing a placement outside of NSW, you may also need to apply for a WWCC in that state.	You are only able to apply for a WWCC if you reside in Australia	
First Aid Certificate	First Aid certificate from a registered training organisation (must be valid for two-year course duration). HLTAID011 Provide First Aid [Valid for 3 years] HLTAID009 Provide Cardiopulmonary Resuscitation (CPR) [must be renewed yearly]	Not required for Clinical Psychology or Genetic Counselling	

GSH REQUIREMENTS	Complete in MyPlacement <u>FORMS</u>	NOTE	✓
Inherent Requirements Form	Read and sign form via MyPlacement once you have enrolled.	-	
Permission to Disclose Form	Read and sign form via MyPlacement once you have enrolled.	-	
AHPRA Consent Form	Read and sign form via MyPlacement once you have enrolled.	Not required for Genetic Counselling, Speech Pathology, Orthoptics	

DISCIPLINE REQUIREMENTS	Complete	Note	✓
Pre-Placement Information Survey	Click on the link here to complete your pre-placement information survey. You would have received this in the body of your welcome email.	All disciplines	
Order Name Badge	Click on the link here to order your name badge.	Not required for Clinical Psychology	
Order Uniform	Click on the link here to order your uniform. Tips on how to measure yourself are available here .	Not required for Clinical Psychology or Genetic Counselling	
AHPRA Provisional Registration	Upload evidence of AHPRA Provisional Registration to MyPlacement <u>CHECKS</u> .	Clinical Psychology students only	
TrakGene Request form	TrakGene Request form in MyPlacement <u>SCHOOL DOCUMENTS</u> . Upload to <u>DOCUMENTS</u> .	Genetic Counselling only	

NSW Health	HETI	GSH	MyPlacement
NSW Health Student Compliance	HETI ClinConnect Student Compliance	Graduate School of Health Clinical Placement compliance	MyPlacement

When you have completed the Compliance Requirements form via the Forms tab on My Placement and are ready to have your documents checked, please submit a request to the Clinical Team by email GSHClinPrac@uts.edu.au.