

## Master of Public Health 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 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
<b>Global Pre-Placement Requirements – ALL Students</b>			
<b>Fitness for Placement Declaration</b>	Declare fitness for placement by reading and acknowledging the Fitness for Placement statement on InPlace.	<input type="checkbox"/>	Per Year
<b>Student Consent for Placement</b>	<b>Please note that there are two consent documents.</b> If you are advised that your placement is within Flinders University, you complete the second consent. Read and acknowledge the relevant essential conditions around student consent for placement using the applicable form on InPlace.	<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>Infectious diseases and immunisations</b>			
<b>Annual Influenza Vaccination</b>	Book an annual influenza vaccination from an immunisation provider and upload <a href="#">certificate</a> to InPlace	<input type="checkbox"/>	1 year
<b>Emergency Contact Details</b>	It is mandatory that you update your Emergency Contact details on Student Systems. Please follow this link to ensure updated.	<input type="checkbox"/>	1 year
<b>Nationally Coordinated Criminal History Check (NCCHC)</b>			
<b>Police Check</b>	All students require a Police Check. Students who have been in Australia for 12 months or more require a National Coordinated Criminal History Check (NCCHC) that specifies <i>Unsupervised Contact</i> and states the purpose as being for <i>University Placement within the Aged/Health care sector</i> with location stating South Australia	<input type="checkbox"/>	3 years (NCCHC)
<b>Other Requirements</b>			
<b>SA Health Deed Poll</b>	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. Ensure you read the SA Health Clinical Placement Requirements for Healthcare Students must read, understand and sign the <a href="#">SA Health Deed Poll</a> .	<input type="checkbox"/>	indefinite