Paramedic - Year 2
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.

Students are responsible to:

- Allow adequate time to complete all pre-placement requirements:
  - Criminal History screenings (DHS clearances, Police Checks) may take 6-8 weeks.
  - Vaccinations may interfere with tuberculosis test results; therefore, it is strongly recommended to complete the SA Tuberculosis Service screening questionnaire _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.
- 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.

Please note: this checklist is merely a guide to assist students. You must be aware of the expiration dates of your compliance documentation and ensure that you renew your documentation prior to the expiration date, or you are no longer compliant.

WIL staff will provide email communication of reminders – YOU MUST RESPOND TO THESE EMAILS

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.	☐	Per Year
PPE declaration	Please upload verified certificate of Personal Protective Equipment (PPE) Declaration Form once you have completed training in safely donning and doffing all Ambulance Service PPE requirements including a mask fit test. _This is completed within the course program_.	☐	1 year

Other Requirements – ALL students			
Hand Hygiene	Register online with Hand Hygiene Australia and complete the _Hand Hygiene Student Health Practitioners_ module. A certificate is provided upon completion.	☐	1 year
Annual Influenza Vaccination	Book an annual influenza vaccination from an immunisation provider and upload certificate to InPlace	☐	1 year
Emergency Contact Details	It is mandatory that you update your Emergency Contact details on Student Systems. Please follow this link to ensure updated.	☐	1 year