



Professional Experience Placement (Clinical Placement) Requirements & Immunisation Requirements

Professional Experience Placement attendance

Placements are a combination of 2 weeks x 1, and 4 weeks x 2 at various health care facilities organised by MIT through a contract process. You will be informed of these arrangements.

- A full 8 hour working day is required;
- You may be required to work shifts (i.e. 7.00am to 3.30pm or 1.00pm to 9.30pm);
- Punctuality is imperative and is expected at all clinical placements.

Eligibility Criteria for Placements

To be eligible for Professional Experience placement students must have:

1. A valid police check;
2. A valid Working with Children Check;
3. Exhibit professional behaviours;
4. Successfully complete pre-requisite units;
5. Verification of immunisation status;
6. Fitness for Practice form completed.

Failure to undertake or successfully complete professional experience placements may result in the student having to make up time at a later date. There may be a fee charged to organise extra placement time. Make-up placements are organized based on availability of places in planned clinical rotations, which is unpredictable.

Police Security Checks (National Name Check)

All nursing students who are undertaking a course, which necessitates one or more periods of clinical practice, are required to undergo a Police Check at the commencement of their course and yearly thereafter for the duration of their course.

It is a Department of Health Services requirement that students who will work in direct client contact roles must provide police security clearance. It is the student's responsibility to obtain a police security check prior to clinical placement.

Note. Failure to lodge the National Police Records Check Consent Form within the required period of notice may result in a student being denied access to clinical placements. This may jeopardise your chances of fulfilling the clinical obligation of the Diploma of Nursing course.

Police check application forms can be completed online and printed. Link: <http://www.police.vic.gov.au>
Number and sign the form. This will ensure that the student is charged at a reduced student rate.

Once a student receives their police check, please bring it to the Professional Experience Coordinator who will photocopy the original.



Working with Children Check (WWC)

Some health care facilities may have clients under the age of 18 in their care and The Working with Children Act 2005 requires that people who work or volunteer in certain child-related work apply for, and pass, a WWC Check. The WWC is valid for 5 years.

For more Information regarding the WWC:

- How to lodge your application;
- What happens to your application after submitting it;
- Your obligations as an applicant;
- How the Department of Justice uses and protects your personal information;
- How the department assesses applications;
- What happens if you:
 - o Pass the WWC Check (the Check);
 - o Are required by the department to provide further information;
 - o Receive an Interim Negative Notice;
 - o Fail the Check;
 - o How to withdraw your application.

Visit: <http://www.workingwithchildren.vic.gov.au/home/applications/lodging+your+application/>

For information about the WWC see the Victorian Department of Justice website:

<http://www.workingwithchildren.vic.gov.au/>

Professionalism

Students are expected to exhibit professional behaviours at all times while studying the Diploma of Nursing course and must do so in order to be eligible to go on a Professional Experience placement. It is expected that all students are punctual to classes and must attend a minimum of 80% of classes. Students must strive to develop your nursing skills and knowledge by engaging and contributing positively during class time. Students who are unable to demonstrate professional behaviours while on campus will not be sent on professional experience.

You will be charged \$66.00 for each day should your placements be cancelled or you are deemed unsatisfactory due to:

- Unprofessional behaviour of the student before or during placement;
- No police check supplied;
- No working with children check supplied;
- No Immunisation completed;
- Or any other document/s required for the placement.



Immunisation Requirements

Immunisation is the responsibility of the student.

It is recommended that an informed, individual choice be made about this matter. Students should refer to a doctor of their choice for discussion and advice. Please refer to 'recommended health procedures' below for more details.

Recommended health procedures

Nursing students will be required during their course to undertake clinical/field education programs at hospitals and other health agencies. They will deal with many people, some of whom may have a communicable disease. This places students at risk of acquiring one of those diseases. Also, a student who has a communicable disease places clients at risk.

Immunisation is one of the most effective public health measures for the control of communicable diseases, protecting both the individual and the general community. For the protection of students and their clients, evidence of vaccination status is required by certain health care agencies prior to attendance. This must be in the form of either a signed Statutory Declaration or documentation from a medical practitioner.

If vaccinations are incomplete, opportunities for professional experience placement will be limited and progress in the clinical practice program may be affected.

To reduce health risks and to facilitate progress in the clinical/field education program MIT recommends that all students:

- a) Have a tuberculin test. If the tuberculin test is negative, a vaccination against tuberculosis is recommended;
- b) Be up-to-date in their vaccinations against:
 - o Diphtheria;
 - o Measles;
 - o Mumps;
 - o Poliomyelitis;
 - o Rubella;
 - o Tetanus.
- c) Are vaccinated against Hepatitis B.

Verification of your current immunisation status is required to be submitted 42 days prior to your 1st allocated clinical placement.

The following optional immunisations are also recommended:

- Hepatitis A;
- Influenza;
- Pertussis (Whooping Cough);
- Meningococcal C;
- Pneumococcal;
- Haemophilus influenzae Type B;
- Rotavirus.

To reduce health risks further MIT suggests a yearly influenza vaccination.



For further information on recommended Immunisation for Category A Health Care Workers please refer to the Department of Human Services website at: <http://www.health.vic.gov.au/immunisation>