

**STUDENT CLINICAL PLACEMENT CHECKLIST
CRIMINAL RECORD CHECKS AND IMMUNISATION STATUS
for NSW Health**

Student Name: _____

Student ID: _____

University/TAFE: _____

Section 1: Complete either Part A or Part B

Criminal Record Checks		Reference Number	Expiry Date
A	Australian National Police Certificate with no convictions / charges (issued by an Australian State / Territory Police Service) dated within the last three years.		
	For Overseas Students Along with the Australian National Police Certificate, an original of one of the following has <u>also</u> been sighted and a copy is attached for the records: <ul style="list-style-type: none"> ▪ Police Certificate with no convictions / charges from their home country or any country that they have resided in (translated into English); or ▪ Signed Statutory Declaration with no convictions / charges complete and signed in Australia 		
B	<ul style="list-style-type: none"> ▪ Clinical Placement Authority card issued by NSW Health pre 1 June 2010 (no expiry date) but which is valid for the duration of the course; or ▪ Clinical Placement Authority card issued by NSW Health post 1 June 2010 (with expiry date); or ▪ Conditional letter issued by NSW Health (with expiry date). 		
Conditions on student's placement ¹			

Section 2: Code of Conduct

Code of conduct	Date signed
The student has signed the NSW Health Code of Conduct Agreement.	

Section 3: Complete either Part A or Part B

	Immunisation	Date assessed/sighted
A	The student has been assessed by the LHD for compliance with the requirements of the <i>Occupational assessment, screening and vaccination against specified diseases policy directive: Information Sheet 2</i>	
B	A Certificate of Compliance has been sighted.	

Section 4: To be completed by the person sighting the documents

I confirm that I have sighted original documents as detailed above and kept copies.

Name: _____

Position Title: _____

Signature: _____

Date: _____

Organisation: _____

Health Facility: _____

Note: Police certificates are valid for three years from the date they were issued. All other documents are valid for the duration of the student's course unless otherwise stated on the document.
