Preparing for clinical placement (pre-clinical)

Pre-clinical requirements

Students must meet certain requirements before going out on clinical placement.

➢ Fitness for practice

The School has a responsibility to ensure all students undertaking a clinical placement have the physical and mental capacity to perform their role as a student of nursing or midwifery in a clinical environment. As such the School undertakes to ensure nursing and midwifery students will be aware of, and understand, their obligation to report any medical or psychiatric condition that might impede their fitness to practice. As with all student matters within the School, confidentiality is assured and no disclosure of information will be made outside that necessary for the administration of the student’s progress in the course.

Requirements

Students enrolled in undergraduate or postgraduate topics requiring them to undertake a clinical placement must meet the requirements of the School to demonstrate fitness for practice. These requirements are:

- Where there is a pre-existing illness or disability such that their ability to practice is impaired, the student will advise the topic coordinator, at least two (2) weeks prior to commencing clinical placement.

- The student must also provide the Fitness for clinical practice form, completed by their GP (General Practitioner), to the topic coordinator, at least two (2) weeks prior to commencing clinical placement. Further information and this form are available at: [http://nursing.flinders.edu.au/students/index.php?id=38](http://nursing.flinders.edu.au/students/index.php?id=38).
If a student has a disability that requires adjustments to clinical assessment methods or requires equipment to overcome barriers in the area, they must contact the Disability Liaison Officer on telephone (08) 8201 2943, to develop an access plan and forward this to the topic coordinator and the Clinical Placement Administrator (Ms Helen Smith). See the Guidelines for reasonable adjustment to assessment and teaching for students with disabilities, at: [http://www.flinders.edu.au/ppmanual/student/SecC_e.htm](http://www.flinders.edu.au/ppmanual/student/SecC_e.htm).

- Where possible, a modified placement enabling the student to meet the objectives of the topic can be arranged in consultation with the student.
- The clinical venue will be notified of the circumstances where a student may have physical or mental health limitations and strategies put in place to facilitate the student’s progress throughout the placement without placing the public at risk.

**Application of practice guidelines**

The School has a responsibility to ensure students are medically fit for practice before undertaking clinical components of their program. The School requires that:

- the course coordinator investigate any notification that a student has a physical, mental or psychological illness
- students who have, or have had, an illness or disability that impairs their ability to practice, must provide the relevant topic coordinator with a fitness for practice form completed by a medical practitioner
- the course coordinator must ensure each student is provided with a written contract detailing any limitations on their practice, copies of which will be provided for the topic coordinator, clinical facilitator and the clinical liaison person in the placement setting.

**Note:** the *Fitness for clinical practice* policy document will be reviewed annually by School Board. This document can be found at: [http://nursing.flinders.edu.au/students/index.php?id=38](http://nursing.flinders.edu.au/students/index.php?id=38)
Police checks

All students are required to obtain a National Police Clearance prior to commencing clinical placement. Instructions on the processes involved in obtaining a police clearance can be found on the School’s clinical placement webpage at: http://nursing.flinders.edu.au/students/index.php?id=53.

Current practising certificates (for RN or RM post-registration students only)

The School offers a number of clinical courses that ordinarily require the students to be registered with the Nurses Board of South Australia. Where the clinical component of any topic requires the student be registered, they must hold a current practising certificate within the state or territory they are practising in, notwithstanding their student status.

International students must either have provisional registration with NBSA, or undertake observational clinical time only in particular topics.

Evidence of registration

Students will be required to produce evidence of registration prior to the placement in addition to the evidence provided on application to the course.

As there may be some time lapse between admission to the course and the student undertaking the clinical placement, the School requires students to provide evidence of the current status of their practising certificate.

Students are responsible for ensuring their annual practising certificate is current for the duration of their enrolment.

Post-registration students are required to carry their annual practising certificate from the Nurses Board of South Australia, or annual practising certificate for the state in which they are undertaking their clinical placement, with them at all times when on clinical placement.
Limitation on practising certificate

Any student who has had a limitation placed on their practising certificate by the registering authority—the Nurses Board of South Australia under the power delegated to it through the Nurses Act 1999 (SA)—must notify the course coordinator of this as soon as possible after the placement of such limitation.

Where such limitation or identification of a medical/psychological illness impairs the student for practice, the topic coordinator will withdraw the student from the clinical placement.

Personal accident insurance

The University provides a student personal accident insurance policy for students who receive accidental injuries while on placement.

The benefits include loss of income up to $250 per week if students are unable to attend their regular employment for more than seven days. Benefits are payable for ancillary medical expenses (e.g. physiotherapy, chiropractic, emergency ambulance) if expenses exceed $50 per claim.

No payments can be made for Medicare-related expenses and gaps. Such payments are prohibited by law.


Copies of all documentation should be kept by the student for their own records.

International students

International students should note that Overseas Student Health Cover (OSHC) is a requirement of all student visas, except for Norwegian students, who have a student loan, and some Swedish students. Students commencing their study pay the fee for OSHC directly to Flinders University together with their tuition fees. Continuing students must however renew their cover each year before they re-enrol. Failure to maintain student health cover is a breach of student visa conditions.
Participation in health insurance schemes in home countries does not exempt international students from payment of OSHC, with the exception of Norwegian students and some Swedish students.

For further information please contact the School’s International Programs office, telephone (08) 8201 2492 or (08) 8201 3466 or the International Student Services Unit, telephone (08) 8201 2717.

- **Immunisations**

  It is the responsibility of all students to ensure that their immunisation/vaccination history is complete and up-to-date. Essential information can be obtained from the School’s ‘Clinical placements’ page at: [http://nursing.flinders.edu.au/students/index.php?id=53](http://nursing.flinders.edu.au/students/index.php?id=53).

  The Health and Counselling Service of the University provides an immunisation service. Services are bulk-billed.

  The School of Nursing & Midwifery will only cover the cost of hepatitis B vaccination for all students.

  Where there is a clinical placement in remote and Northern Territory places, the School will cover the cost of compulsory immunisations.

- **Pre-clinical meetings and orientation**

  **Undergraduate nursing and midwifery students**

  Pre-clinical meetings and orientation programs in the Bachelor of Nursing and Bachelor of Midwifery in topics that contain a clinical component are compulsory.

  Notification of the date, time and venue for pre-clinical meetings will be posted on the ‘Clinical placements’ pages of the School’s website when the placement lists are posted or before the meeting dates. A calendar of clinical placement dates and meeting times is also available on the School’s clinical placements webpage at: [http://nursing.flinders.edu.au/student/index.php?id=317](http://nursing.flinders.edu.au/student/index.php?id=317).
Students who do not attend the compulsory pre-clinical meeting or orientation at the ward/venue, and who cannot provide exceptional circumstances with documented evidence where appropriate, may be removed from their allocated placement or placed on a clinical contract.

**Postgraduate nursing and midwifery students**

Students are advised that pre-clinical meetings will be held with the relevant topic/stream/course coordinator during class time. All students are required to attend pre-clinical meetings. The dates and times of all compulsory meetings are on the ‘Placement calendar’ which is found on the ‘Clinical placements’ page on the School’s website.

Students who do not attend the compulsory pre-clinical meeting, and who cannot demonstrate exceptional circumstances with documented evidence of the exceptional circumstance, will be removed from the allocated placement. Students who are removed from their allocated placement will be reallocated at a time when a placement is available.

➢ **Online orientation for Department of Health facilities**

All students attending a Department of Health facility are required to undertake the online orientation. This can be found at: [http://www.nursingsa.com/](http://www.nursingsa.com/). Go to ‘Becoming a Nurse/Midwife’, then go to ‘Student Clinical Placement Orientation’. Complete the orientation then sign the compulsory checklist for presentation to the venue when requested.

➢ **Making travel arrangements**

All students are expected to get to their clinical placement for the commencement of designated shifts (i.e. if a shift commences at 0645, the student must be there at that time).

As some students may have to travel some distance to a placement, they are expected to put some time and effort into overcoming any difficulties with transport arrangements. This may include talking with other students at the pre-clinical meeting to arrange possible ride-sharing.

Travel to the clinical venue is the responsibility of the student.
Clinical ID badges
Students attending clinical placement must wear an official School clinical ID badge. All new students will be allocated an ID badge.

The process is initiated after the semester begins and after students have obtained their University student ID cards. The School will arrange for the clinical ID badges to be produced. When available, students will be advised via their University email. They can be collected from the Assignment/Reception area of the School of Nursing & Midwifery.

Replacement badges may be purchased at minimal cost.

Riverland students
Riverland students are required to provide to the Riverland Office a passport-sized photo. This is sent to the Central Library in Adelaide where student ID and clinical badges will be produced and returned to the Riverland office for collection. Riverland students attending one of the orientation days at the Adelaide campus in February may be able to obtain their University student ID cards at this time.

Postgraduate students
Postgraduate students who are employed by a health service and are undertaking clinical placement in the health service during the course of their studies will wear their employee ID badge. All other postgraduate students must wear a Flinders University clinical ID badge.

Student uniforms
Students are required to purchase uniforms for clinical practice. Once purchased, the uniforms are the student’s personal property. Uniforms are available at the Union Hub, Sturt campus. Orders will be taken with a 50% deposit early in each semester, followed by payment in full prior to delivery. Please confirm details with the Union Hub, Sturt Campus.

School of Nursing & Midwifery uniforms should only be worn in the clinical setting while meeting commitments of the program. You are permitted to wear your uniform to and from the clinical placement.
School of Nursing & Midwifery uniforms are not permitted to be worn at any other time in a clinical setting, for example, when a student is working as a paid care worker.

**Women’s uniform**

The women’s uniform consists of:

- *white* polo shirt (*nursing* students) or *purple* polo shirt (*midwifery* students) with emblem, worn with either navy culottes with front and back tabard and large pocket under flap, or navy trousers
- *blue* fleecy jacket (*nursing* students) or *purple* fleecy jacket (*midwifery* students) with emblem (jackets are not to be worn during clinical by nursing or midwifery students)
- black or white suitable shoes (low heel, lace-up, closed toe).

**Men’s uniform**

The men’s uniform consists of:

- navy trousers or tailored shorts worn with *white* polo shirt (*nursing* students) or *purple* polo shirt (*midwifery* students) with emblem
- *blue* fleecy jacket (*nursing* students) or *purple* fleecy jacket (*midwifery* students) with emblem (jackets are not to be worn during clinical by nursing or midwifery students).
- black or white suitable shoes (low heel, lace-up, closed toe).

**What can’t be worn**

False finger nails, bracelets and rings (except for simple unadorned bands) are not acceptable in the clinical setting.

**Other required items**

Other essential items required by nurses and midwives include:

- watch—with sweep second hand
- stethoscope.