

# DoN Semester 1 Mandatory Placement Requirements

**All Mandatory Requirements must be met by 1600hrs Friday, 6 weeks prior to Placement commencing.**

Upon arriving to your allocated placement, you will be asked to produce the following documents, be sure to have both a digital and hard copy on you. You may be asked to leave your placement if you arrive and do not have the evidence with you...

## Criminal History Check (National Police Check Certificate)

All students must have a National Police Check Certificate that has been issued within the last three (3) months prior to the start of placement uploaded to aXe via [Placement\\_Requirements@mater.org.au](mailto:Placement_Requirements@mater.org.au).

Please refer to the National Police Check Certificate you submitted during the application process to check if you need to re-new.

## CPR

Your "Provide Cardiopulmonary Resuscitation" (CPR) Certificate must be current and uploaded to aXe via [Placement\\_Requirements@mater.org.au](mailto:Placement_Requirements@mater.org.au).

If you need to renew your CPR certificate, Mater Education offer this course (<https://www.matereducation.qld.edu.au/essential-training/cardiopulmonary-resuscitation-cpr>). Please ensure you forward a copy of your updated Certificate to [Placement\\_Requirements@mater.org.au](mailto:Placement_Requirements@mater.org.au).

Please remember: the CPR component of your "Provide First Aid" Certificate only lasts 12 months.

## National Disability Insurance Scheme (NDIS) Worker Screening Check

Under the obligations of the NDIS, all workers will be required to have a NDIS worker screening check (in addition to the National Police Check). This expires in 5 years.

This includes all tertiary education students (University or Registered Training Organisations) who are completing placement hours within an Aged Care Facility.

Please see "NDIS Application Instructions" to apply for an NDIS worker screening check. This must be

submitted by Friday Week 1 of Term 2 as it can take up to 30days to process.

If you already have one, great work! Please contact via [Placement\\_Requirements@mater.org.au](mailto:Placement_Requirements@mater.org.au) with your name, cohort and NDIS number so your card can be "linked".

## Mandatory Immunisations

Required immunity status in the following is essential for Placement:

- HEP B
- VARICELLA
- MUMPS
- COVID-19 Up-to-date vaccination status
- Current Seasonal Influenza (flu) vaccine\*
- PERTUSSIS
- MEASLES
- RUBELLA

Please follow the instructions sent to you via email by Student Services with the subject "Immunisation Requirement - Online Form".

You can book to receive your Vaccines with the Staff Health Team at Mater or at your local GP / Pharmacy.

If you have a medical certificate exempting you of any of the above vaccinations, you must discuss with your Campus Co-Ordinator and forward all evidence to Staff Health.

*\*[Link to QLD Gov Health - Influenza in residential care facilities](#)*

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**For further clarification,  
please contact your Campus Co-Ordinator via Email**  
P 07 3163 3777

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# DoN Semester 1 Placement FAQ's

As per course requirements, you are required to complete 120hrs of clinical placement.

During this placement you will be expected to put into practice all clinical skills learnt in SIM during the Semester while critically thinking with your sound knowledge base.

Important things to remember:

- You will be placed in an Aged Care Facility as this best incorporates non-acute skills
- You will be allocated a mixture of AM & PM shifts, weekends, public holidays
- AM shifts may commence as early as 0600hrs
- PM shifts may finish as late as 2330hrs
- The residents in these facilities are wonderful communicators and love seeing new faces
- Please make the most of this wonderful opportunity.

## When will I find out about my Placement allocation?

All students who have met the “Mandatory Requirements” will be notified by 1600hrs Friday, 5 weeks prior to placement commencing via their Campus Co-Ordinator.

## What happens if I do not meet the “Mandatory Placement Requirements”?

You will not be allocated placement – please contact your Campus Co-Ordinator to discuss.

## Where do I go to find information about the Aged Care Facility I was allocated to?

All facilities have a “Facility Profile”.

When your placement is confirmed it will be available on SPOT (Student Placement Online Tool). Your log in details will be sent via email, check your junk/spam.

## I live too far from my allocation.

Mater Education attempts to place you at a Facility within a reasonable distance from your address however this is not always possible.

You may be allocated to an Aged Care Facility that requires travel of up to 1 hour.

## I do not drive and cannot get to my allocated facility.

- Translink is a very good source for finding public transport options for travel <https://jp.translink.com.au/plan-your-journey/journey-planner>
- There may be a classmate who is attending the same (or close to) Facility. Perhaps you can car pool or catch public transport together?
- There may be another classmate in the same predicament and willing to swap their allocation with you.

## Can I ask a classmate to swap?

If you have spoken to another student who was placed at a facility that is easier for you to travel to, yes – you may swap.

This must be a complete swap of both facility and hours. See the “Request for Change Form”.

## What do I need to take with me?

Please see the “DoN Semester 1 Mandatory Placement Requirements” document for all placement requirements.

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please contact your Campus Co-Ordinator via Email**  
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# DoN Semester 1 Request for Change Form

If you require a swap, please ensure both students complete the form below. Requests must be submitted via email no later than 1600hrs Wednesday of Week 5, Term 2 to the Mater Student Placement Team:

[StudentPlacements@mater.org.au](mailto:StudentPlacements@mater.org.au).

You will be notified via email by 1600hrs Thursday of Week 5, Term 2 if your request has been approved.

Student 1	
Student 1 Full Name:	
Student 1 Email Address:	
Student 1 <u>Allocated Facility</u> :	
Student 1 Signature:	
To be swapped with	
Student 2 Full Name:	
Student 2 Email Address:	
Student 2 <u>Allocated Facility</u> :	
Student 2 Signature:	

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