

# Compliance Checklist for Education Providers

for Student Health Care Workers (HCWs)

to support the implementation of the SA Health Immunisation for Health Care Workers in South Australia Policy Directive, 2017

Item	Yes	No
All academic courses that train student HCWs who require clinical placement in SA Health services for their training have been identified.		
The requirements of the Policy Directive, consequences of non-compliance, and the possibility of being selected for random audit of compliance are communicated to student and potential student HCWs using a variety of media (education sessions, pamphlets, email institutional website, etc.) ideally at or prior to enrolment.		
High-level organisational staff is aware of the most current version of the Policy Directive and their responsibilities as stipulated in the Policy Directive.		
The requirements of the Policy Directive are integrated into the education provider's relevant policies and protocols.		
The education provider has a designated person(s) responsible for ensuring that student HCWs on clinical placement are compliant with the Policy Directive (the education provider has advised that the student has completed a self-declaration of compliance).		
Organisational policies exist for the management of student HCWs who refuse to comply with the immunisation requirements or who are found to have falsified declarations of compliance.		
Organisational policies exist for the management of persons who have temporary or permanent contraindications to selected vaccines or who have failed to develop immunity (non-responders) to the recommended vaccination schedule for selected vaccines.		
General information and mechanisms for providing personal advice are in place to educate student HCWs on the risks and benefits of vaccination.		
Assistance is available to student HCWs who may experience difficulty understanding or obtaining the recommended vaccinations or tests (e.g. persons from a Culturally and Linguistically Diverse background).		
The Education Provider has key organisation-specific documents for assessing and recording compliance, consistent with the SA Health Model Documents, which include at a minimum: <ul style="list-style-type: none"> <li>Information on the HCW Immunisation Policy Directive with links to relevant SA Health model and supporting documents</li> <li>Screening Questionnaire and Certificate of Compliance</li> <li>Statement of Compliance for student HCWs</li> <li>Student HCW Refusal Form.</li> </ul>		
Immunisation screening and vaccination is aligned with other mandatory pre-clinical placement processes such as screening for tuberculosis and criminal history check.		
Education providers meet their reporting requirements on the HCW Immunisation Policy Directive.		
Education providers have a database able to record student HCW self-compliance statements and to fulfil reporting requirements, while ensuring that privacy and confidentiality are maintained.		



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## For more information

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