

Clinical Office

School of Nursing, Midwifery & Paramedicine (Qld)

Mandatory Requirements Information Kit (Qld)

Bachelor of Nursing

Bachelor of Nursing / Bachelor of Paramedicine

Bachelor of Midwifery

Dear Student

Welcome to the ACU School of Nursing, Midwifery & Paramedicine (Qld). As a commencing student you need to take action now on the requirements listed below so that you are prepared for the clinical practice components of your course. In order to do this as smoothly as possible, you need to commence your vaccinations, apply for your Blue Card and Police Certificate, and undertake a CPR course.

Students in the above programs who are unable to provide documentary evidence of compliance with the mandatory document requirements, or who have not otherwise met the identified mandatory document requirements by specified deadlines will be ineligible to attend their clinical placement. Students ineligible to attend their clinical placement, or on road placement, because of their inability to meet mandatory requirements, will be administratively withdrawn from the relevant unit.

To ensure we abide by the regulations and requirements of the health care facilities, and to meet Queensland Health and Queensland Ambulance Service requirements, and for your safety and the safety of the people you will come into contact with, you must submit documentation.

To be eligible for clinical placement all the following Mandatory Documents **MUST** be current and **NOT** expire during the placement as follows:-

Document Type	Renewable	Additional Information
Blue Card	Every 3 years	Students can submit a Blue Card renewal form 4 months prior to expiry of current Blue Card
Police Certificate	Every 3 years	If your course takes longer than 3 years you will need to renew this certificate
CPR Certificate	Every year	Submit yearly
Hepatitis A immunisation Hepatitis B immunisation MMR – Measles, Mumps and Rubella immunisation Mantoux test (Tuberculosis) Chickenpox (varicella) immunisation Tdap -Pertussis (Whooping Cough)immunisation	Submit only once	Evidence supplied in first semester of study Once students have received the vaccinations they will then need to have a blood test for proof of immunity
ClinEdQ Student Orientation Checklist	Submit only once	Evidence supplied in first semester of study

Bachelor of Nursing/Bachelor of Paramedicine students will require the additional mandatory requirements as set down by Queensland Ambulance Service (QAS).

- Medical History Check
- Health Related Functional Assessment (HRFA)
- QAS on road induction (to be conducted by QAS staff at ACU during semester)

Students will receive the following training prior to on road placement:

- Manual Handling Course
- Priority One Session

ALL STUDENTS MUST HAVE SUBMITTED A *QUEENSLAND POLICE CERTIFICATE* TO THE CLINICAL OFFICE NO LATER THAN FRIDAY 10 MARCH 2012 TO BE ELIGIBLE TO COMPLETE THE 4 HOUR FIELD VISIT COMPONENT OF HLSC110 *BEGINNING PROFESSIONAL PRACTICE*.

ALL OTHER DOCUMENTATION MUST BE SUBMITTED NO LATER THAN THURSDAY 29 MARCH 2012 (CENSUS DATE)

It is the student's responsibility to ensure the above documents remain current at all times.

The Clinical Office at ACU (QLD) will NOT advise you of documents that are due to expire or have expired. If you do not have the above documents in order you will not be allowed to attend Clinical Practice or On Road placements.

**THE SCHOOL OF NURSING, MIDWIFERY & PARAMEDICINE (QLD) HAS ARRANGED
UNIFORM FITTING DAYS ON**

Date: **Thursday 9 February 2012**

Time: **9:00am to 4:00pm**

Venue: **IB:06**

1. Uniform Fitting Session - Cost: approx \$170.00

Please bring the following to the session:

- Completed order form
- Correct money if paying by cash (there will be no EFTPOS facility available)
- Credit Card facilities will be available

Clinical Office

School of Nursing, Midwifery & Paramedicine (Qld)

Blue card application guide

What is the Blue Card?

Blue cards are issued by the Commission for Children and Young People and Child Guardian once it has carried out the Working with Children Check to see if a person is eligible to work in the areas of child-related work covered by the Commission's Act. If a person is eligible, they are issued a positive notice letter and a blue card.

What is the Working with Children Check?

The Working with Children Check, also known as the blue card, is a detailed national criminal history check including:

- any charge or conviction for an offence, whether or not a conviction is recorded
- whether a person is a respondent to or subject to an application for a child protection prohibition order or disqualification order, or
- whether a person is subject to reporting obligations under the Child Protection (Offender Reporting) Act 2004, or
- whether a person is subject to a sexual offender order under the Dangerous Prisoners (Sexual Offenders) Act 2003

Application processing times

As a guide, you should allow at least 28 business days for your application to be processed.

Applications may take longer to process if:

- forms are incomplete or not correctly filled in. Please ensure each part of the form is filled in by the appropriate person and completed correctly, or
- there is police or disciplinary information about an applicant that the Commission must consider before determining a person's eligibility to work with children.

Delays may also occur during certain peak periods of the year where the Commission experiences higher than usual volumes of applications. As such, to ensure that students receive their blue cards prior to the commencement of their placements, it is vital that application forms are completed correctly and submitted to the Commission as early as possible.

If you do not hold a Blue Card please complete the following application form.

When completing the form, please ensure you:

- complete **Part B** only
- give correct details
- write clearly in English, using BLOCK / LARGE letters. Indicate with a TICK (✓) where required
- use a blue or black pen
- **do not sign or date the form** until you are in the presence of the prescribed person who will sight your identification
- state your full legal name; otherwise the application cannot be processed

STUDENTS ONLY COMPLETE PARTS A, C AND D OF THE STUDENT BLUE CARD APPLICATION

PART C – Volunteer's Details

(Please write the following answers to the corresponding questions you will find on your Blue Card application form)

8. Place a TICK (✓) in the appropriate title.

9. Your Present Name refers to the name by which you are currently recognised. Surname refers to your last name/family name and first name refers to your given name.

- If you do not have a middle name, please TICK (✓) the box.
- If you change your name, you must notify the Commission for Children within 14 days.

10. If you have an abbreviation/nickname/alias of your first name, please write it in the space provided.

11. If you have ever been known by any other names other than the name you listed in question 9, write it here. Please place a TICK (✓) in the box describing why your name was changed. You must list all names you have been known by from birth. Attach a separate list if required.

12. Place a TICK (✓) in the box indicating your gender.

13. Write your date of birth in the format day/month/year (e.g. 22/10/1982).

14. Write the details of your place of birth.

15. Write the details of your current postal address.

16. List the details of any addresses which you have resided at in the past five years (including your current international address). Attach this as a separate list. Please ensure that you use BLOCK/LARGE letters and put your name at the bottom of the page.

17. List your current contact telephone numbers.

18. Place a TICK (✓) in any boxes that apply to you.

19. Place a TICK (✓) in any of the boxes which apply to you. Please tick (other) if you speak a language other than English at home and specify the language in the space provided.

20. Place a TICK (✓) in any boxes that may apply to you.

21. **Do not sign this space** until you are in the presence of the prescribed person who will sight your identification and check and complete D and E of your application. (Part B has been pre-filled by the Commission)

PART D – Proof of Identity Documents

Please bring the required **original documentation** (not photocopies)

One of the following combinations of identification documents is to be used:

- One original document from "Question 22 – LIST 1" **plus**
- One original document from "Question 23 – LIST 2"

OR

- Two original documents from "Question 22 - LIST 1"

Step 4

Once your completed application has been signed by the Clinical Office staff it will be forwarded to the Commission for Children for processing.

Blue Card and Criminal History Check requirements for health care students placed within Queensland Health Facilities (especially our Aged Care Facilities) can be accessed for students' information via the link:

http://www.health.qld.gov.au/sop/2html/eprfs_bcchc.asp#CHC



Student blue card application form

This form is to be completed by students
proposing to start or continue in child
related employment.

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initials:



Valid for lodgement
until 30 June 2012

PART A Application Details (to be completed by the applicant)

- 1 Does this application relate to a:
- ☐ New applicant ☐ Renewal (applied for, or held a blue/exemption card)

- 2 Please record the blue/exemption card number (if known):

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PART B Organisation's details (this section must be completed by the organisation/education provider)

- 1 Name of organisation/education provider

Australian Catholic University

School of Nursing & Midwifery QLD

Organisation ID number
(please insert the Commission's reference number
for your organisation if known)

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- 2 Postal address of organisation/education provider

PO Box 456

VIRGINIA

QLD

Postcode 4014

- 3 Contact person

Gail Baker, Julie Barr, Renee Easton, Katy Moore, Gretchen Winters

- 4 Contact person's position

Clinical Coordinator / Student Courses Admin / Clinical Admin

- 5 Phone

07 3623 7200

Email

gail.baker@acu.edu.au

Fax

07 3623 7242

Additional Information

The word "organisation" is taken to mean "employer" for
the purposes of complying with the Act.

- 6 Type of child-related employment for which a
blue card is sought (please tick appropriate box)

- ☐ residential facilities
- ☐ schools (other than registered teachers) *
- ☐ school boarding houses
- ☐ child care^o
- ☐ churches, clubs and associations⁺
- ☒ health, counselling and support services
- ☐ private teaching, coaching or tutoring
- ☐ education programs outside of school
- ☐ child accommodation including homestays
- ☐ religious representatives
- ☐ sport and active recreation⁺
- ☐ emergency services cadet program
- ☐ school crossing supervisors
- ☐ student working at a licensed care service
- ☐ student working for a business providing
services at a licensed care service
- ☐ local government

Note: Exemptions apply in certain circumstances,
eg. a parent is exempt if they provide services:

- * at the school their child attends
- ^o at a centre where their child regularly receives child care
- ⁺ within a church, club or association which are the same
or similar to those received by their child
- ⁺ as part of sport or active recreation involving their child

From 1 July 2010, police officers and registered teachers
do not require a blue card and should apply for an
exemption card.

Applicant's Name

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PART C Volunteer's details
(this section must be completed by the volunteer)

1 Your title Mr ☐ Mrs ☐ Miss ☐ Ms ☐
Other

2 Name you presently use
Family Name
First Name
Middle Name
I do not have a middle name (please tick) ☐

3 Do you currently use an abbreviation/nickname/alias for your first name? eg. *Elizabeth abbreviation Betty*
Name/s

4 Have you been known by any other name/s? eg. name at birth, maiden name, name before marriage, married name, alias, change by certificate/deedpoll, adoption, changed the order of your name
Note: It does not matter how long ago you changed your name or how long you used another name for.
(Please tick) No ☐ Go to question 5
Yes ☐ give details below:
If you require more space, please tick this box ☐ and attach a separate list
Family Name
First Name
Middle Name
Reason for change

5 Gender
☐ Male ☐ Female

6 Date of birth / /
DAY MONTH YEAR

7 Place of birth
Town/city
State
Country

8 Current postal address
(Note: your postal address must be in Australia)

Postcode

9 Current residential address
☐ Please tick if same as postal address

Postcode

10 Your telephone numbers
Daytime
Mobile

11 Do you identify as? (if applicable)
☐ Aboriginal ☐ Torres Strait Islander
☐ Aboriginal and Torres Strait Islander
☐ Australian South Sea Islander

12 What language do you mainly speak at home?

13 Student's declaration

I declare:

- I am the applicant named in this form and have not omitted any names or aliases that I use or have used in the past;
- The information and identification documents provided by me for this application are true and correct and I understand it is an offence to provide false or misleading information;
- I have read the contents of this form including the information on page 4;
- I consent to the Commission obtaining any information from any police, court, prosecuting authority or other authorised agency and for the police, courts, prosecuting authority or other authorised agency to disclose any information, for the purposes of assessing my eligibility to work with children including ongoing checks while my application/blue card remains current;
- I understand that the information obtained includes but is not limited to details of convictions[^] and pending or non conviction charges^{*} or information on the circumstances relating to offences committed or allegedly committed by me, regardless of when and where the offence or alleged offence occurred;
- I am proposing to start or continue in regulated employment and am not entitled to an exemption;
- I am aware of my blue card obligations as a blue card applicant/cardholder;
- I am not a disqualified person[#] (page 4); and
- I consent to the Commission publishing/providing confirmation on whether or not my blue card is valid.

Sign inside the box without touching, or going outside the lines.

Date of signature / /
DAY MONTH YEAR

PART D Proof of identity declaration
(this section must be completed by
the organisation/education provider)

The organisation/education provider is responsible for
sighting the volunteer's identification documents.

Identification requirements

The volunteer must produce two original identification
documents to confirm their identity. Together the
documents must show:

- full name
- date of birth
- signature

The organisation/education provider must certify in
Part E that the details provided on the application form are
the same as those appearing on the documents sighted.

One of the following combinations must be used:

EITHER

List 1 + List 2

One original document from List 1 and one original
document from List 2 which together show the volunteer's
full name, date of birth and signature.

OR

List 1 + List 1

Two original documents from List 1 which together show
the volunteer's **full name, date of birth and signature.**

Where the volunteer resides more than 50km from the
organisation's business address or has a disability that
affects his or her mobility, a prescribed person can sight
their identification. If this applies, please complete the
'Identification verification by a prescribed person' form and
submit it with this application.

A prescribed person is a Justice of the Peace,
Commissioner for Declarations, Lawyer or Police Officer.

**Irrespective of whether or not the organisation/education
provider can sight the identification documents, they must
complete Part E.**

All identification documents sighted must be originals
(photocopies are not acceptable).

Where any document is in a former name, an original
official document (eg. marriage certificate or change
of name certificate) showing the change of name must
be sighted.

Note: If you cannot provide an identification document
from either List 1 or List 2 please contact the Commission
on 07 3211 6999 or 1800 113 611.

**If possible, please attach a photocopy of documents
sighted to this application form for verification purposes.**

Please indicate which identification documents have
been sighted by placing a ☒ in the box.

1 LIST 1

Signature Document

- ☐ Current driver licence/learner's permit/
proof of age card (with photo)

Document No:

Issued in the state of:

- ☐ Current passport (with photo)

Passport No:

Non-Signature Document

- ☐ Birth certificate (or extract)

Reference No:

- ☐ Proof of Australian citizenship or permanent
residency

Reference No:

2 LIST 2

Signature Document

- ☐ Current Pension Concession Card/Dept of
Veterans' Affairs Entitlement Card/Senior's
Health Card /Health Care Card/any other current
financial entitlement card issued by Centrelink.

- ☐ Current Credit Card or account card from a
bank/building society/credit union
(with name and signature)

- ☐ Current Positive Notice Blue Card
(issued by the Commission)

- ☐ Current student identification card issued by
a tertiary education institution or school
(with photo and signature)

- ☐ Current Qld Gaming Machine Licence

- ☐ Current Qld Licence issued under the Weapons Act

Non-Signature Document

- ☐ Current Medicare card

- ☐ Current Qld crowd controller/private
investigator/security officer licence

- ☐ Passbook or account statement issued by a
bank/building society/credit union dated in
the last 6 months

- ☐ Australian taxation assessment notice dated in
the last 6 months

Applicant's Name

**PART E Declaration by organisation/
education provider
(to be completed by the organisation/
education provider)**

It is an offence to provide false or misleading information to the Commission.

I declare that:

- I am authorised to submit this application on behalf of the organisation; and
- the volunteer is proposing to start or continue in regulated employment and an exemption does not apply; and
- I have warned the volunteer that it is an offence for a disqualified person to sign a blue card application; and
- I have either:
 - checked the details provided in this form and confirmed they match those on the identification documents sighted;

OR

- delegated this responsibility to a prescribed person because the blue card holder/applicant resides more than 50km from the employer/organisation's business address or has a disability that affects his or her mobility and have attached the 'Identification verification by a prescribed person form'.

Note: It is an offence not to warn the applicant that it is an offence for a disqualified person to sign a blue card application.

Full Name

Signature

Position

Date / /
DAY MONTH YEAR

Privacy notice

The *Commission for Children and Young People and Child Guardian Act 2000* allows the collection of personal information to assess your eligibility to be issued with a blue card.

Information will be provided to Queensland Police, and may be provided to interstate or federal police, courts, prosecuting authorities or other authorised agencies as part of the screening process. Information may also be given to:

- certain disciplinary bodies to obtain relevant disciplinary information; and/or
- your employer, any supervisory body, or other person you have authorised to discuss your application on your behalf.

Personal information will only be provided to other persons or agencies with your permission or where required by law.

Important information

You can withdraw your consent to screening at any time before a decision is made.

#Disqualified people

It is an offence for a disqualified person to sign a blue card application form.

A disqualified person is someone who:

- has been convicted[^] of a disqualifying offence. This may include a child-related sex or pornography offence or the murder of a child (irrespective of the penalty and regardless of when and where it occurred);

OR

- is the subject of:
 - reporting obligations under the *Child Protection (Offender Reporting) Act 2004*
 - an offender prohibition order under the *Child Protection (Offender Prohibition Order) Act 2008*
 - a disqualification order issued by a court prohibiting them from applying for or holding a blue card
 - a sexual offender order under the *Dangerous Prisoners (Sexual Offenders) Act 2003*

A disqualified person can apply to the Commission to be declared eligible to apply for a blue card in certain limited circumstances.

[^]Non conviction charge means, whether a person was charged as an adult or a child, a charge: that has been withdrawn; that has been the subject of a nolle prosequi, a no true bill or a submission of no evidence to offer, that led to a conviction that was quashed on appeal, or upon which a person was acquitted or disposed of by a court otherwise than by way of conviction.

[^]Conviction/convicted means a finding of guilt by a court, or the acceptance of a plea of guilty by a court, whether or not a conviction is recorded and regardless of when and where it occurred.

For more about blue card information and obligations go to www.bluecard.qld.gov.au

**Commission for Children and Young People
and Child Guardian**

Address:

Level 17, 53 Albert Street
Brisbane Qld 4000

Postal:

PO Box 12671
Brisbane George Street Qld 4003

Phone: 07 3211 6999 or Freecall: 1800 113 611

Fax: 07 3035 5910

www.bluecard.qld.gov.au

Authorisation to confirm a valid blue card

If you have a current (not expired) Blue Card you will need to complete an Authorisation to confirm a valid blue card application form.

Upon lodgement of a completed authorisation, the Commission will provide ACU with confirmation of the current status of the relevant applicant's blue card. Please complete the attached Authorisation to confirm a valid blue card application form.

An authorisation to confirm a valid blue card form can be used by an applicant or cardholder, to advise the Commission that they consent to the Commission providing the following information to an authorised person:

- whether an application for a blue card has been made and is being processed;
- whether an application has been or is subsequently withdrawn;
- whether an applicant holds a current blue card;
- whether an applicant has been issued with a negative notice;
- whether an applicant's blue card has been or is subsequently suspended;
- relevant information about any change in an applicant's police information which the Commissioner considers relevant to child-related employment as provided for in the *Commission for Children and Young People and Child Guardian Act 2000* ;
- notification of the final outcome of any assessment or reassessment of an applicant's application.

Upon lodgement of a completed authorisation, the Commission will provide ACU with confirmation of the current status of the blue card.

PLEASE COMPLETE THIS FORM IF YOU HAVE A CURRENT (NOT EXPIRED) BLUE CARD.

Authorisation to confirm a valid card/application

Organisations/employers must notify the Commission if they engage a person to provide regulated child-related services or activities who holds a blue card or exemption card or who has submitted an application through another organisation/employer. This form enables the Commission to advise the nominated authorised person of the matters listed in the consent on this form. If you have applied for or hold a blue card or exemption card, and you are proposing to carry on a regulated child-related business, or to perform child-related activities in a self-employed capacity, you must complete the 'Notification of change for self-employed persons' form.

PART A Cardholder/applicant's personal details

Family name

First name/s

Middle name/s

Date of birth / / Place of birth
DAY MONTH YEAR

Current postal address

 Postcode

Daytime contact no.

Card number Card expiry date*

*For blue cards only. Exemption cards do not have an expiry date.

PART B Authorised person's details

2 Name of organisation
 Australian Catholic University - School of Nursing & Midwifery QLD
Organisation ID number (please insert the Commission's reference number for your organisation if known)

Name of authorised person
 Gail Baker, Julie Barr, Renee Easton, Katy Moore, Gretchen Winters

Position
 Clinical Coordinator / Student Courses Admin / Clinical Admin

Postal address
 PO Box 456
 VIRGINIA
 QLD Postcode 4014

Telephone 07 3623 7200 Fax 07 3623 7242

Email
 gail.baker@acu.edu.au

Part C Child-related activity details

Please tick appropriate box ☒ for your child related activity

Type of employment

☐ For paid employees (see note below)

Note: If you are a volunteer blue card holder transferring to child-related paid employment, **do not** complete this form. You must complete the *Volunteer to paid employment transfer* form. This form is available on the Commission's website or by calling the Blue Card Contact Centre.

☐ For volunteers

☒ For students

Type of child-related activity

- ☐ residential facilities
☐ schools
☐ school boarding houses
☐ childcare
☐ centre based service
☐ other commercial child care services
☐ school age care service
☐ home based service
☐ churches, clubs and associations
☒ health counselling and support services
☐ private teaching, coaching and tutoring
☐ education programs outside of school
☐ child accommodation including homestays
☐ religious representatives
☐ sport and active recreation
☐ emergency services cadet program
☐ school crossing supervisors
☐ licensed care service
☐ employee of a licensed care service
☐ employee working for a business providing services at a licensed care service

☐ For family day care carers/occupants

Type of child-related activity

- ☐ family day carer
☐ family day care adult occupant

PART D Cardholder/applicant's consent

(please read carefully before signing)

I consent to the Commission for Children and Young People and Child Guardian providing the following information to the authorised person nominated on this form:

- whether I have made an application for a blue card or exemption card which is currently being processed;
- whether my application has been or is subsequently withdrawn;
- whether I hold a current blue card or exemption card;
- whether I have been issued with a negative notice/ negative exemption notice;
- whether my card has been or is subsequently suspended;
- relevant information about any change in my police information which the Commissioner considers relevant to my child-related employment as provided for in the *Commission for Children and Young People and Child Guardian Act 2000*;
- notification of the final outcome of any assessment or reassessment of my application.

Note: making a misleading statement or providing a false document may attract a penalty under the *Commission for Children and Young People and Child Guardian Act 2000*.

Full name

Signature

Date / /
DAY MONTH YEAR

PART E Organisation/employer declaration

(to be completed by an authorised representative)

It is an offence to provide false or misleading information to the Commission.

I declare that:

- I am authorised to submit this application on behalf of the employer/organisation; and
- the card holder/applicant is proposing to start or continue in regulated employment or provide regulated services or activities; and
- an exemption does not apply; and
- I have either:
 - checked the details provided in this form and confirm they match those on the identification documents sighted; * **OR**
 - delegated this responsibility to a prescribed person because the card holder/applicant resides more than 50km from the employer/organisation's business address or has a disability that affects his or her mobility.

Note: If the sighting of the documents was delegated to a prescribed person, please attach the *Identification verification by a prescribed person* form to this form.

Full Name

Signature

Position

Date / /
DAY MONTH YEAR

* The identification documents sighted should show the applicant's full name, date of birth and signature and should match the details provided on their blue card or exemption card.

Privacy notice

The *Commission for Children and Young People and Child Guardian Act 2000* allows the collection of personal information to assess your eligibility to be issued with a blue card or exemption card.

Information will be provided to Queensland Police, and may be provided to interstate or federal police, courts, prosecuting authorities or other authorised agencies as part of the screening process. Information may also be given to:

- certain disciplinary bodies to obtain relevant disciplinary information; and/or
- your employer, any supervisory body, or other person you have authorised to discuss your application on your behalf.

Personal information will only be provided to other persons or agencies with your permission or where required by law. Advice about your card's validity may also be provided through the Commission's online validation process.

Please mail this completed document to:
Employment Screening Services
Commission for Children and Young People and Child Guardian
Address:

Level 17, 53 Albert Street, Brisbane Qld 4000

Postal:

PO Box 12671, Brisbane George Street Qld 4003

Phone: 07 3211 6999 or freecall 1800 113 611

Fax: 07 3035 5910

www.bluecard.qld.gov.au

Clinical Office

School of Nursing, Midwifery & Paramedicine (Qld)

(Australia-wide Criminal History)

Police Certificate contains a certification that the person to whom it relates either has no 'disclosable' convictions or has a 'disclosable' conviction that is detailed in the Certificate. A 'disclosable' conviction is one that is recorded by the court and has not been rehabilitated or spent under the *Criminal Law (Rehabilitation of Offenders) Act 1986* and, in the case of Commonwealth convictions, the *Crimes Act 1914 (Commonwealth)*, and the disclosure of which to any person does not breach the *Criminal Law (Rehabilitation of Offenders) Act 1986*, *Penalties and Sentences Act 1992*, and the *Juvenile Justice Act 1992*.

There are **three** types of Police Certificates.

1. A **'Name Only'** Police Certificate - based on a search of the person's name against the criminal history records held by police services Australia-wide.

This is most often sought for employment purposes. Other reasons for seeking this Police Certificate include providing insurance companies with an official document relating to past offending, and for a visa to work or reside in another country (this is limited to only a few countries as most require a fingerprint search as well as a name search).

2. A **'Name with Fingerprints'** Police Certificate - based on a search of the person's name and fingerprints against the criminal history and fingerprint records held by the police services Australia-wide.

This is most often sought by persons applying for a visa to work or reside in another country, or for adoption purposes.

3. A **'Name Only' with ASIO Security Assessment - Ammonium Nitrate** Police Certificate - based on a search of the person's name against the criminal history records held by the police services Australia-wide, and an ASIO security assessment relating to politically motivated violence.

This Certificate is sought by persons employed or seeking employment with companies and other employers who are licensed to access security sensitive Ammonium Nitrate e.g. mining companies.

Persons who seek a National Police Certificate must make application at any police station in Queensland. Applicants will require sufficient identification such as a current driver's licence, passport or other photographic identity document. Payment by cash, bank cheque, personal cheque or money order made out to the Commissioner for Police, is required at lodgement.

Current Fees:

Police Certificate based on an Australia-wide check of name only: **\$47.65**

ACU School of Nursing and Midwifery (QLD) students are required to have a 'Name Only' Police Certificate. The Certificate is renewable every three (3) years.

Clinical Office

School of Nursing, Midwifery & Paramedicine (Qld)

Immunisation guidelines

CRITICAL IMMUNISATIONS
(Action required by all students prior to commencement of study)

Hepatitis A and B Immunisations

Queensland Health requires that ALL health care students be immunised against Hepatitis A and Hepatitis B prior to their first clinical placement in Queensland Health facilities. Students are advised that as health care workers are defined as “Persons (*including students*) involved in the delivery of health services in health facilities (*particularly where those persons have regular contact with patients or any contact with blood or body substances from patients*)” that “Hepatitis B Immunisation will be a condition of employment for Queensland Health care workers who have direct patient contact ... as well as those staff who in the course of their work may be exposed to blood and body fluids ...”

Please refer to the Queensland Health Infection Control Guidelines (2001), available at the following website, for more detailed information:

http://www.health.qld.gov.au/chrisp/ic_guidelines/23563.pdf

All students are required to present evidence of immunisation against Hepatitis A and B.

Evidence of immunisation against Hepatitis A will consist of a photocopy record of one vaccination only.

Evidence of immunisation against Hepatitis B will consist of (i) record of vaccination and (ii) serological confirmation post-vaccination to confirm that an adequate response has resulted. Queensland Health determines that an adequate response to immunisation is a titre level of > 10 IU/ml (Queensland Health Infection Control Policy Guidelines, 2001, p. 287).

Evidence

If a student has not been vaccinated they are required to provide proof of each injection as they occur and then proof of blood test when undertaken. This process may take up to six months to complete. Students should start this process immediately to ensure they have completed the vaccination process by the start of Clinical Practice.

Domestic students can access bulk billing doctors at the following web site

http://www.doctors-4u.com/brisbane/b_bill.htm

International students can access Student Health Care Services at QUT. QUT will Bulk Bill students, to make an appointment phone 3138 2321.

If you have not yet been immunised for Hepatitis B you will need to undertake a full course of Hepatitis B vaccination. A regular vaccination course takes 6 months to complete and consists of three vaccinations. Therefore, you need to commence this process now!

MMR - Measles, Mumps and Rubella Vaccination

Students are advised that Queensland Health requires all Health Care Workers including students undertaking practical experience to be immunised against Measles, Mumps and Rubella (MMR).

Please refer to the Queensland Health Infection Control Guidelines (2001), available at the following website, for more detailed information:

http://www.health.qld.gov.au/chrisp/ic_guidelines/23563.pdf

Evidence of immunisation will consist of:

The current edition of the *Australian Immunisation Handbook* states persons can be considered **immune** to measles if they comply with one of the following:

- were born before 1966 (unless serological evidence indicates otherwise);
- OR**
- can show documented evidence of having received two doses of a measles-containing vaccine;
- OR**
- can show documented evidence of serologically confirmed measles infection;
- OR**
- can show documented serological evidence of immunity to measles.

Health Care Workers should be vaccinated against rubella (if they comply with the following):

- were born after 1966;
- AND**
- are unable to show documented evidence of rubella immunisation;
- OR**
- are unable to show documented evidence of measurable antibody to rubella.

If in doubt of your immune status two doses of MMR vaccine 1 month or more apart is recommended.

Immunisation should not be given to a woman known to be pregnant, and pregnancy should be avoided for 28 days after immunisation.

Please Note:

Your GP can check your immunity to both Hepatitis A and B and MMR from the one (1) blood test. Please ensure you ask your GP to check for both Hepatitis A and B and MMR when you have a blood test.

Tdap - Pertussis (Whooping Cough) vaccination

Whooping Cough (or Pertussis) is a highly contagious respiratory infection caused by bacteria. It can affect babies, children and adults. For adolescents and adults the infection may only be a persistent cough, however for young children Whooping Cough can be life threatening. The cough can obstruct a baby's breathing and they may lack oxygen and become blue.

The evidence of whooping cough in Australia has increased dramatically in the past 2 years in Queensland, there have been multiple outbreaks of Whooping Cough amongst healthcare staff in hospitals. As a result:

All students are required to present evidence of immunisation (recent booster) against Whooping Cough (pertussis).

Evidence

Domestic students aged 25 years or less:

Documented evidence of having a Pertussis booster (includes Diphtheria and Tetanus) at age 15 years.

All other students (including international students):

Documented evidence of immunisation.

Please refer to the Queensland Health Infection Control Guidelines (2001), available at the following website, for more detailed information:

http://www.health.qld.gov.au/chrisp/ic_guidelines/23563.pdf

Chickenpox (Varicella)

Chickenpox is a highly contagious infection caused by the varicella-zoster virus. Chickenpox is spread through coughs and sneezes and through direct contact with the fluid in the blisters of the rash.

It is usually a mild disease of short duration in healthy children; sometimes chickenpox will develop into more severe illness such as bacterial skin infections resulting in scarring, pneumonia or inflammation of the brain. Adults who contract chickenpox generally experience more severe symptoms. Chickenpox may also be a risk to the unborn baby if contracted during pregnancy. Chickenpox can cause serious illness and even death in all ages.

The incubation period for chickenpox is 10 to 21 days, followed by the appearance of a rash of red spots initially, then becoming blisters within hours. The spots usually appear on the trunk, face and other parts of the body. Most people infected with chickenpox have a fever and feel unwell and may experience severe itching.

Adolescents (14 years +) and adults

The vaccine is also recommended for adolescents (14 years and older) and adults who have not been vaccinated against chickenpox or who have not had the disease. Persons in this age category with no known history of chickenpox should have a blood test to check for immunity. Many adults who do not have a history of chickenpox are actually immune.

Chickenpox vaccine is especially indicated for non-immune people and people in high-risk occupations such as:

- Health-care workers
- Teachers and workers in child-care centres
- Non-immune women prior to pregnancy
- Non-immune parents of young children
- Non-immune household contacts of immune-suppressed people

People aged 14 years and older require **two doses** of the chickenpox vaccine, one to two months apart.

Tuberculosis (TB)

Is common in the lungs - a form called pulmonary tuberculosis. The risk of developing TB is low. It is well controlled in Queensland; however, TB has not been eradicated from any place in the world, so numbers of new cases do occur. Tuberculosis can be a very serious disease for the person suffering from it if it is not diagnosed and treated properly.

How is the Disease spread?

TB is almost always spread by inhaling the TB germ containing droplets of moisture expelled directly from the lungs of infectious persons during coughing and sneezing, laughing and speaking. It is not hereditary and may affect people of all ages and from any ethnic origin.

The screening and follow-up for a TB contact may include:

- (i) A Tuberculin skin test (Mantoux test) which is a harmless test used to detect whether or not the TB germs are in the body. In some cases, you may be asked to have this test repeated at a later date. The test is safe and is given with a new, disposable needle into the top layer of skin on the left forearm. Some redness or itching may occur after the test has been given but you should avoid scratching the site.
- (ii) A chest x-ray is necessary for excluding the presence of TB in the chest. It may also be necessary to have follow-up chest x-rays at intervals for some three years following contact (close proximity to a person with active TB of the lungs). Depending on the x-ray results, you may be asked to submit sputum samples.
- (iii) BCG vaccination: The BCG vaccine may be offered to some TB contacts to decrease their risk of developing the disease in the future if there is evidence they have not yet been infected
- (iv) Chemoprophylactic treatment with an antituberculosis drug may be offered to persons known to be recently infected with tuberculosis germs, but who do not have TB disease.

Please contact the facility below to arrange your Mantoux Test:

Queensland Tuberculosis Control Centre
Specialised Health Services Building
(Princess Alexandra Hospital)
24 – 28 Cornwall Street
ANNERLEY Q 4103
Phone: 07 3896 3963

Clinical Office

School of Nursing, Midwifery and Paramedicine (Qld)

Cardio pulmonary resuscitation certificate

Students are required to have gained a certificate in Cardio Pulmonary Resuscitation (CPR) prior to entry to the course from an accredited CPR provider.

Certification remains valid for 12 months and students are responsible for ensuring they maintain currency.

ACU will be conducting CPR sessions during the semester at the cost of \$55.00 through the *ACU Student Life Association*. There will be limited places available at all these sessions. **Students will be notified via email the session times once they become available.**

Other First Aid Training Providers:

Australian Red Cross Queensland

Address:

49 Park Rd
Milton
QLD, 4064

Contact Details:

Ph: 1300 367 428

<http://www.redcross.org.au>

Queensland Ambulance Service

Address:

219 Cnr Park Rd & Kedron Park Rd
Kedron
QLD, 4031

Contact Details

Ph: 1300 369 003

https://ambulance.qld.gov.au/secure/symposium/course_enquiry_info.asp

For more information on providers of CPR accreditation please “Google” CPR Brisbane on your internet.

There will be CPR sessions run by Link CPR on campus in I BLOCK Room IB:05 on Wednesday 8 and Thursday 9 February. To book a place in a session go to <http://www.linkcpr.com.au/acu> Sessions are capped at 50 students.



**Nursing, Midwifery and Paramedicine
Students**

Clinical Uniform Fitting Days

Andrews Corporate Clothing staff will be on campus fitting students for their nursing uniforms.

Please be available so that you can ensure your nursing uniform fits properly.

BRISBANE FITTING DAY:

Thursday 9th February, 9:00am - 4:00pm

Uniform orders can be purchased on the fitting day. Cash or Eftpos payments are accepted.

Uniforms are also be available from a dedicated online shop, which is available at:

www.acuclothing.com.au



Andrews Corporate Clothing



Uniform Order Form

3/440 Dynon Road, West Melbourne, Vic 3003
Phone: (03) 9689 5433 Fax: (03) 9689 6433

Surname: _____ Given Name: _____ Contact Number: _____

STYLE CODES		DESCRIPTION	FABRIC/COLOUR	SIZE	QTY	PRICE	GST INCL	TOTAL
SHIRTS								
1	ACC2010	Ladies short sleeve overblouse with logo	White Poly/Cotton with Red Contrast			\$ 55.00	\$ 60.50	
2	ACC2015	Mens short sleeve shirt with logo	White Poly/Cotton with Red Contrast			\$ 55.00	\$ 60.50	
PANTS								
3	ACC4050	Ladies flatfront pant with logo	Navy Poly Viscose Spandex			\$ 45.00	\$ 49.50	
4	ACC4060	Ladies single pleat trouser with logo	Navy Poly Viscose Spandex			\$ 45.00	\$ 49.50	
5	ACC4070	Mens single pleat pant with logo	Navy Poly Viscose			\$ 45.00	\$ 49.50	

SKIRT								
6	ACC6000	Ladies pleat nursing skirt with logo	Navy Poly Viscose Spandex			\$ 65.00	\$ 70.50	
OUTERWEAR								
7	JB6LC	Ladies button thru cardigan with logo	Navy Wool Blend			\$ 50.00	\$ 55.00	
8	JB3FJ1	Ladies Full Zip Jacket	Navy Polar Fleece			\$ 27.00	\$ 29.70	
9	JB3FJ	Mens Full Zip Jacket	Navy Polar Fleece			\$ 27.00	\$ 29.70	
							TOTAL	

PACKAGES

PACK NO.	DESCRIPTION	SHIRT SIZE	PANT/SKIRT SIZE	PRICE	GST INCL.	TOTAL
1	2 x shirts 1 x pant			\$140.00	\$154.00	
2	2 x shirts 1 x skirt			\$155.00	\$170.50	

DELIVERY DETAILS:

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.....

PAYMENT METHOD: CASH CREDIT CARD

Card Number:.....

Expiry:.....

Name on Card:.....

You can also order online at www.acuclothing.com.au

2012 Bachelor of Nursing/Bachelor of Paramedicine Clinical Calendar

SCHOOL OF NURSING & MIDWIFERY - QLD													
Week	Date	Wk Beg/End	4th Yr Obs	5th Yr Obs	6th Yr Obs	7th Yr Obs	8th Yr Obs	9th Yr Obs	10th Yr Obs	11th Yr Obs	12th Yr Obs	13th Yr Obs	14th Yr Obs
1	18-Jan-12												
2	25-Jan-12												
3	1-Feb-12												
4	Australia Day - Jan 26												
5	5-Feb-12												
6	12-Feb-12												
7	19-Feb-12												
8	26-Feb-12												
9	5-Mar-12												
10	12-Mar-12												
11	19-Mar-12												
12	26-Mar-12												
13	2-Apr-12												
14	9-Apr-12												
15	16-Apr-12												
16	23-Apr-12												
17	30-Apr-12												
18	7-May-12												
19	14-May-12												
20	21-May-12												
21	28-May-12												
22	4-Jun-12												
23	11-Jun-12												
24	18-Jun-12												
25	25-Jun-12												
26	2-Jul-12												
27	9-Jul-12												
28	16-Jul-12												
29	23-Jul-12												
30	30-Jul-12												
31	6-Aug-12												
32	13-Aug-12												
33	20-Aug-12												
34	27-Aug-12												
35	3-Sep-12												
36	10-Sep-12												
37	17-Sep-12												
38	24-Sep-12												
39	1-Oct-12												
40	8-Oct-12												
41	15-Oct-12												
42	22-Oct-12												
43	29-Oct-12												
44	5-Nov-12												
45	12-Nov-12												
46	19-Nov-12												
47	26-Nov-12												
48	3-Dec-12												
49	10-Dec-12												
50	17-Dec-12												
51	24-Dec-12												
52	31-Dec-12												

- HLSC110 4 hour observational visits occur during on-campus Lecture weeks
 - Students who were not able to complete clinical in 2011 will be scheduled for clinical from 9th January 2012.

Bachelor of Nursing/Bachelor of Paramedicine students can also view and purchase 'on road' uniforms from Hippocket Workwear and Safety on Thursday 9 February in Room EA:04 on Thursday 9 February between 9.00am-4.00pm

Student paramedic kit



The LIBERTY Paramedic Pouch has been specifically designed for paramedics and their needs. This utility pouch comes with a belt loop, dual compartments and multiple instrument pockets to hold a stethoscope, scissors, writing instruments, flashlights and other necessary equipment.

Students can purchase the Paramedic Kit from the ACU Coop Bookshop, there are two kits to choose from.

Kit (1)

Code NKBOACUB4/1

- NPL Liberty Paramedic Pouch
- LSCLT Liberty Classic Tunable Stethoscope (The Stethoscopes come in 6 different colours Please specify colour when ordering Black, Navy Blue, Purple, Raspberry, Royal Blue and Pink McGrath foundation)
- DTLW Liberty Luxury Diagnostic Torch
- SU180 Liberty Universal Shears

Cost: \$109.25 including GST

Kit (2)

Code NKBOACUB4/2

- NPL Liberty Paramedic Pouch
- DTLW Liberty Luxury Diagnostic Torch
- SU180 Liberty Universal Shears

Cost: \$ 38.05 including GST

Clinical Office

School of Nursing, Midwifery and Paramedicine (Qld)

First year Semester 1 Four hour field visit

Bachelor of Midwifery

Bachelor of Nursing

Bachelor of Nursing/Bachelor of Paramedicine

The field visit is a four hour observational visit in which the students are to observe the following:

- the clinical role
- the way in which the health care professional communicates with their clients
- the way in which the health care professional communicates with other care team members
- safety practices within the workplace.

The purpose of this field visit is for students to gain better understanding of the clinical roles within our health care system and to familiarise themselves with a health care setting. For some students, this will be their first introduction to the roles and tasks performed by a registered nurse.

STUDENTS PLEASE NOTE:

When on your field placement you represent the Australian Catholic University to members of the public. Therefore the following is required:

- ACU clinical uniform
- for occupational health and safety reasons, shoes must be flat, fully enclosed and cover the entire foot
- please ensure that you wear your student identification badge in a position that is visible whilst on placement

Students will be given instructions on how to allocate themselves to a 4 hour Field Visit during the first lecture for HLSC110 *Beginning Professional Practice*.

All students will be completing the field visit at:

Emmaus
131 Queens Road
Nudgee 4014

**TO COMPLETE THE 4 HOUR VISIT IT IS COMPULSORY FOR STUDENTS TO HAVE
SUBMITTED A POLICE CHECK BY FRIDAY MARCH 2. A POLICE CHECK WILL TAKE
APPROXIMATELY 4-6 WEEKS**

Clinical Office

School of Nursing, Paramedicine & Midwifery (Qld)

Clinical practicum requirements

Bachelor of Nursing

Bachelor of Nursing / Bachelor of Paramedicine

Bachelor of Midwifery

Dear student

A significant proportion of your degree is made up of external clinical practicum units. Compulsory clinical practicums begin in Year 1/Semester 2. Please refer to the School of Nursing, Midwifery & Paramedicine (Qld) Clinical Calendar for the designated practicum dates for 2012. It is expected that if you enrol in clinical practicum units you will be available to attend. Part-time students must be available full-time for all clinical practicums.

A requirement of the course is that students spend considerable time undertaking hands-on experience in on-campus clinical laboratories and within hospitals and other off-campus clinical settings. To ensure students are provided with the opportunity to gain sufficient clinical experience, some off campus clinical practicum units will extend beyond the standard teaching period. This may include undertaking clinical placement during the mid-semester and between-semester vacation periods (i.e. the break during semesters and between Semester 1 and Semester 2). Consequently, vacation periods may vary for some students from the dates advertised in the standard academic calendar.

Purpose of clinical practicums

Clinical practicums, as a component of a degree program, offer you the opportunity to practice the skills of your profession and gain practical experience in a real-life setting. By participating in clinical practicums you will develop:

- a greater understanding of the ways in which professionals operate within a variety of contexts
- the ability to transfer knowledge between theoretical concepts and practice applications
- the skills to effectively facilitate independent learning
- An ability to plan, organise, and manage the work environment

Clinical practicums are offered in two modes:

ACU clinical model

Bachelor of Nursing

The ACU Clinical Model is based on work-integrated learning activities. Clinical placements integrate theoretical learning with its application in the workplace. The inclusion of work-integrated

learning activities in the degree program demonstrates ACU's commitment to preparing its graduates for success in their working life.

In this program you will spend 2 days per week (Monday and Tuesday for year 2 and Thursday and Friday for year 3) in a professional health care environment. The ACU Clinical Model will commence by week three of the semester. Students completing the ACU Clinical Model would normally complete all their acute placements with the one health care provider. This optimises a student's opportunity for a graduate program with an ACU partnership health facility.

Students will complete the ACU Clinical Model at various partnership health facilities around Brisbane.

Bachelor of Nursing / Bachelor of Paramedicine

Students completing the double degree are unable to undertake an ACU Clinical Model.

Bachelor of Midwifery

Bachelor of Midwifery students should expect to undertake the ACU clinical model during the 2nd and 3rd year of their course. A block placement will be undertaken in the 1st year of the course and some students may also be required to undertake block placements in the 2nd and 3rd year of the course if there are insufficient places available on the ACU clinical model.

All students may be required to undertake one rural block placement throughout the course in order for all students to complete the required number of clinical hours.

Bachelor of Nursing / Bachelor of Paramedicine

Bachelor of Nursing / Bachelor of Paramedicine students will complete practicums for both degrees. Double degree students may be required to complete a clinical practicum in both designated clinical placement blocks set out in the School of Nursing, Midwifery & Paramedicine Clinical Calendars. Vacation time may be restricted if students are completing both a nursing clinical practicum and a paramedicine practicum in the same semester. Students undertaking the paramedic on-road placement will complete their practicum at a Queensland Ambulance Service (QAS) station.

Students will be placed with a qualified paramedic who will mentor them. Further details will be provided at beginning of each semester. Placement options may include both metropolitan and rural locations.

Block placements

Only students completing the Bachelor of Nursing/Bachelor of Paramedicine complete all practicums in block mode. Bachelor of Nursing and Bachelor of Midwifery students will complete practicums in either block mode or the ACU Clinical Model.

Students on block placements are accompanied and supported by a Clinical Facilitator. As the Clinical Facilitator oversees a number of students each student will also be "buddied" with a Registered Nurse/Midwife at the health care facility.

It is the role of the Clinical Facilitator to guide your learning while on clinical placement. Your facilitator will provide feedback about your performance to both yourself and academic staff within the

school. They will also evaluate your progress against the learning outcomes for the clinical practicum unit and will do this in consultation with your buddy Registered Nurse and the academic staff from the University.

Please refer to the School of Nursing and Midwifery (QLD) Clinical Calendar (attached) for the designated block practicum dates for 2012.

Attendance

- All clinical practicum placements are mandatory. It is expected that you will attend 100% of your placement experience.
- Be punctual in attending your placement. All shifts are approximately 8 hours long, students are required to attend the entire shift.
- Placement experience may involve working morning, afternoon or night shifts and/or weekend work in various facilities. You need to carefully plan your personal and family requirements to enable you to undertake these experiences.
 - A morning shift will commence between 6.00am and 7.00am
 - An afternoon shift will commence between 1.00pm and 2.00pm
- All aspects of the clinical practicum, apart from organising it, are your own responsibility. This includes: arranging child-minding; organising transport to and from the placement; and also making plans to rearrange work shifts if necessary.
- Any costs associated with travel to and from placement, accommodation or other associated costs are your responsibility.
- At any time while on placement you may be asked to provide a valid Blue Card, Australian Federal Police National Police Check, evidence of Hepatitis B immunisation or evidence of other immunisation and mandatory requirements as applicable to an organisation/facility.
- The clinical facilitator/facility will orientate you to the organisation in which you will undertake your clinical practicum.
- You are not required to attend your clinical practicum at facilities for periods formally designated by the government as a Public Holiday for the State of Queensland.
- You may be required to undertake your clinical practicum outside the published University semester timetables.
- Failure/refusal to attend an organised clinical practicum will result in a 'fail' grade for that unit.

BACHELOR OF NURSING CLINICAL CALENDAR 2012

SCHOOL OF NURSING & MIDWIFERY - QLD

SCHOOL OF NURSING & MIDWIFERY - QCU									
Week	Notes	Week beginning	HLSC110	NRSNG137	NRSNG138	NRSNG351	NRSNG354	NRSNG388	NRSNG349
			4/24 Obs Visit	3/52 introduction to Nursing Practice 3/52 Mental Health 3/52 Acute Care 4/52 complex care					
2		09-Jan-12		CLINICAL SHORTAGES FROM 2011					
3		16-Jan-12							
4	Australia Day - Jan 26	23-Jan-12							
5		30-Jan-12							
6		06-Feb-12	INTERNATIONAL STUDENT ORIENTATION WEEK						
7		13-Feb-12	DOMESTIC STUDENT ORIENTATION WEEK						
	Semester 2								
8		20-Feb-12	Lecture Wk 1		Lecture Week 1	Lecture Week 1	Lecture Week 1	Lecture Week 1	Lecture Week 1
9		27-Feb-12	Lecture Wk 2		Lecture Week 2	Lecture Week 2	Lecture Week 2	Lecture Week 2	Lecture Week 2
10		05-Mar-12	Lecture Week 3		Lecture Week 3	Lecture Week 3	Lecture Week 3	Lecture Week 3	Lecture Week 3
11		12-Mar-12	Lecture Week 4		Lecture Week 4	Lecture Week 4	Lecture Week 4	Lecture Week 4	Lecture Week 4
12		19-Mar-12	Lecture Week 5		Lecture Week 5	Lecture Week 5	Lecture Week 5	Lecture Week 5	Lecture Week 5
13		26-Mar-12	Lecture Week 6		Lecture Week 6	Lecture Week 6	Lecture Week 6	Lecture Week 6	Lecture Week 6
14	Good Friday - Apr 6	02-Apr-12	Lecture Week 7		Lecture Week 7	Lecture Week 7	Lecture Week 7	Lecture Week 7	Lecture Week 7
15	Easter Monday - Apr 9	09-Apr-12	VACATION WEEK						
16		16-Apr-12	Lecture Week 8		Lecture Week 8	Lecture Week 8	Lecture Week 8	clinical placement	clinical placement
17	Anzac Day - Apr 25	23-Apr-12	Lecture Week 9		Lecture Week 9	Lecture Week 9	Lecture Week 9	clinical placement	clinical placement
18		30-Apr-12	Lecture Week 10		Lecture Week 10	Lecture Week 10	Lecture Week 10	clinical placement	clinical placement
19	Labour Day - May 7	07-May-12	Lecture Week 11		clinical placement	clinical placement	clinical placement	clinical placement	clinical placement
20		14-May-12	Lecture Week 12		clinical placement	clinical placement	clinical placement	clinical placement	clinical placement
21		21-May-12	study week		clinical placement	clinical placement	clinical placement	clinical placement	clinical placement
22		28-May-12					study week		
23		04-Jun-12	EXAMINATION PERIOD						
24	Queens B'day - June 11	11-Jun-12							
25		18-Jun-12	Semester Break		clinical placement	clinical placement	clinical placement	clinical placement	clinical placement
26		25-Jun-12	Semester Break		clinical placement	clinical placement	clinical placement	clinical placement	clinical placement
27		02-Jul-12	Semester Break		clinical placement	clinical placement	clinical placement	clinical placement	clinical placement
28		09-Jul-12	Semester Break		clinical placement	clinical placement	clinical placement	clinical placement	clinical placement
29		16-Jul-12	Semester Break		clinical placement	clinical placement	clinical placement	clinical placement	clinical placement
30		23-Jul-12	Semester Break		clinical placement	clinical placement	clinical placement	clinical placement	clinical placement
	Semester 3				NRSNG352	lectures		NRSNG353	NRSNG355
31		30-Jul-12		Lecture Week 1	Lecture Week 1	Lecture Week 1		Lecture Week 1	Lecture Week 1
32		06-Aug-12		Lecture Week 2	Lecture Week 2	Lecture Week 2		clinical placement	clinical placement
33	Ekka Show day Aug 15	13-Aug-12		Lecture Week 3	Lecture Week 3	Lecture Week 3		clinical placement	clinical placement
34		20-Aug-12		Lecture Week 4	Lecture Week 4	Lecture Week 4		clinical placement	clinical placement
35		27-Aug-12		Lecture Week 5	Lecture Week 5	Lecture Week 5		clinical placement	clinical placement
36		03-Sep-12		Lecture Week 6	Lecture Week 6	Lecture Week 6		clinical placement	clinical placement
37		10-Sep-12		Lecture Week 7	Lecture Week 7	Lecture Week 7		clinical placement	clinical placement
38		17-Sep-12		Lecture Week 8	Lecture Week 8	Lecture Week 8		clinical placement	clinical placement
39		24-Sep-12	VACATION WEEK						
40		01-Oct-12		Lecture Week 9	Lecture Week 9	Lecture Week 9		clinical placement	clinical placement
41		08-Oct-12		Lecture Week 10	Lecture Week 10	Lecture Week 10		clinical placement	clinical placement
42		15-Oct-12		clinical placement	clinical placement	clinical placement		clinical placement	clinical placement
43		22-Oct-12		clinical placement	clinical placement	clinical placement		clinical placement	clinical placement
44		29-Oct-12		clinical placement	clinical placement	clinical placement		clinical placement	clinical placement
45		05-Nov-12				Study week			
46		12-Nov-12	EXAMINATION PERIOD						
47		19-Nov-12							
48		26-Nov-12		clinical placement	clinical placement	clinical placement		clinical placement	clinical placement
49		03-Dec-12		clinical placement	clinical placement	clinical placement		clinical placement	clinical placement
50		10-Dec-12		clinical placement	clinical placement	clinical placement		clinical placement	clinical placement
51		17-Dec-12		clinical placement	clinical placement	clinical placement		clinical placement	clinical placement
52	ACU Closed Dec 25th	24-Dec-12							

- HLSC110 4 hour observational visits occur during on campus Lecture weeks

- Students who were not able to complete clinical in 2011 will be scheduled for clinical from 9th January 2012.

Student Orientation Checklist

Queensland Health requires you to review the Essential Requirement topics on the **Queensland Health Student Orientation Website** www.health.qld.gov.au/sop prior to your placement. Please ensure that you have read and understood them before completing the checklist below.

Please tick the below boxes to indicate the areas you have read and understood. **By ticking these boxes you are agreeing to comply with the policies and requirements of each area.**

You must also complete the Essential Requirements section on the second page of this Checklist.

Professional behaviour & responsibilities	<input type="checkbox"/> Professionalism <input type="checkbox"/> Professional appearance <input type="checkbox"/> Professional boundaries <input type="checkbox"/> Use of Queensland Health vehicles <input type="checkbox"/> Home visits
Code of Conduct	<input type="checkbox"/> What is the code of conduct? <input type="checkbox"/> To whom does the code apply? <input type="checkbox"/> Principles of ethical behaviour
Confidentiality, Privacy & Documentation	<input type="checkbox"/> Confidentiality <input type="checkbox"/> Privacy <input type="checkbox"/> Documentation
Workplace Health and Safety	<input type="checkbox"/> Fire safety <input type="checkbox"/> First aid <input type="checkbox"/> Manual handling <input type="checkbox"/> Workplace Violence <input type="checkbox"/> Accidents, injuries and work related incidents
Immunisation and Infection Control	<input type="checkbox"/> Standard precautions <input type="checkbox"/> Hepatitis B immunisation guidelines <input type="checkbox"/> Non-responders <input type="checkbox"/> Occupational Exposure <input type="checkbox"/> Other recommended vaccinations
Cultural Diversity	<input type="checkbox"/> Aboriginal and Torres Strait Islander health issues <input type="checkbox"/> Our diverse client group
Blue card	<input type="checkbox"/> Blue card requirements
Cultural Awareness and Language Services	<input type="checkbox"/> Cross cultural communication <input type="checkbox"/> When to use a professional interpreter <input type="checkbox"/> Avoid using family and friends <input type="checkbox"/> Clients with a hearing impairment <input type="checkbox"/> Good communication strategies <input type="checkbox"/> Clients with vision impairment <input type="checkbox"/> Avoiding accidents

I **(Please enter your full name)** certify that I have read and understood the preceding topics on the Queensland Health student orientation website in preparation of my placement.

Signature: _____ Date: / / (DD/MM/YYYY)

Essential Requirements

As you have read the Student Orientation website you will understand the requirement to have **satisfied the Immunisation and Infection Control Declaration for Hepatitis B, below.**

You must ensure prior to your clinical placement that you can provide evidence to a Queensland Health representative on your first attendance at a Queensland Health facility, of the following essential requirements:

Immunisation and Infection Control Declaration - Hepatitis B Immunisation

It is recognised that some people are required to start their placement either immediately, or within the first six (6) weeks of commencing their study/placement/supervision program. In these cases they may not be able to meet the Hepatitis B immunisation requirement prior to first attendance at a Queensland Health facility.

If this is the case, they must be referred to a General Practitioner for administration of the accelerated schedule of Hepatitis B vaccine. These people may then commence their study/placement/supervision program after the third vaccination at twenty-one (21) days. Students must ensure they follow up with a booster dose at twelve (12) months to complete the accelerated schedule. If a person is deemed a non-responder after the initial course of Hepatitis B vaccination they must be referred to an Infectious Diseases Physician to discuss risks and options prior to the undertaking of their study / placement / supervision program in a Queensland Health facility.

I agree I **have** complied with the above stated Hepatitis B Immunisation requirements and declare that I **have** undertaken immunisation against Hepatitis B prior to commencement of my student placement with the Queensland Health facility.

The date of completion of immunisation was / / (DD/MM/YYYY). Evidence of immunisation is attached.

Infected Health Care Worker - Student Responsibilities

I declare and agree that I **have** read and understand the Queensland Health Infection Control Guidelines Appendix P4 'Management of infected health care workers' (the Guidelines) and acknowledge that these Guidelines also apply to students on placement with Queensland Health facilities. (See www.health.qld.gov.au/chrisp/ic_guidelines/contents.asp)

I declare that I **understand** my disclosure responsibilities under the Guidelines, in particular section 4.4 of Appendix P4 – *Responsibilities of HIV/HBV/JCV infected care workers*¹.

I acknowledge and understand that health care workers (including students and supervisors) who are Hepatitis C antibody and PCR positive, Hepatitis B e antigen or HBV DBA positive, or HIV antibody positive must not perform exposure prone procedures as defined in the Guidelines.

I **agree** to comply with the Guidelines and all procedures in place at the Queensland Health facility at which I am placed, in respect of Queensland Health immunisation and infection control of health care workers.

I **understand** that this orientation is one of the requirements of eligibility for a placement at a Queensland Health facility.

Name (as enrolled): _____ (Please enter your full name)

Course: _____ (Please enter name of course)

Signature: _____ Date: / / (DD/MM/YYYY)

¹ Disclosing a HIV/HBV/HCV positive status will not preclude a student from being considered for a placement. However, the student will not be permitted to participate in any exposure prone procedure while on placement. The student should consult their learning institution to determine whether completing their placement / program notwithstanding those restrictions will still enable them to achieve required learning outcome and qualification in their course of study. Queensland Health will keep confidential the students declarations save if required by law to disclose.

BACHELOR OF MIDWIFERY CLINICAL CALENDAR 2012

SCHOOL OF NURSING & MIDWIFERY - QLD

Week	Notes	Week beginning	MIDW127	MIDW319	MIDW333	NRSG354	NRSG348
			4/24 Obs Visit				
2		09-Jan-12					
3		16-Jan-12					
4	Australia Day - Jan 26	23-Jan-12					
5		30-Jan-12					
6		06-Feb-12	INTERNATIONAL STUDENT ORIENTATION WEEK				
7		13-Feb-12	DOMESTIC STUDENT ORIENTATION WEEK				
	Semester 1						
8		20-Feb-12	Lecture Wk 1	Lecture Week 1	Lecture Week 1	Lecture Week 1	Lecture Week 1
9		27-Feb-12	Lecture Wk 2	Lecture Week 2	Lecture Week 2	Lecture Week 2	Lecture Week 2
10		05-Mar-12	Lecture Week 3	Lecture Week 3	Lecture Week 3	Lecture Week 3	Lecture Week 3
11		12-Mar-12	Lecture Week 4	Lecture Week 4	Lecture Week 4	Lecture Week 4	Lecture Week 4
12		19-Mar-12	Lecture Week 5	Lecture Week 5	Lecture Week 5	Lecture Week 5	Lecture Week 5
13		26-Mar-12	Lecture Week 6	Lecture Week 6	Lecture Week 6	Lecture Week 6	Lecture Week 6
14	Good Friday - Apr 6	02-Apr-12	Lecture Week 7	Lecture Week 7	Lecture Week 7	Lecture Week 7	Lecture Week 7
15	Easter Monday - Apr 9	09-Apr-12	VACATION WEEK				
16		16-Apr-12	Lecture Week 8	Lecture Week 8	Lecture Week 8	Lecture Week 8	clinical placement
17	Anzac Day - Apr 25	23-Apr-12	Lecture Week 9	Lecture Week 9	Lecture Week 9	Lecture Week 9	clinical placement
18		30-Apr-12	Lecture Week 10	Lecture Week 10	Lecture Week 10	Lecture Week 10	clinical placement
19	Labour Day - May 7	07-May-12	Lecture Week 11	clinical placement	clinical placement	clinical placement	clinical placement
20		14-May-12	Lecture Week 12	clinical placement	clinical placement	clinical placement	clinical placement
21		21-May-12	study week	clinical placement	clinical placement	clinical placement	clinical placement
22		28-May-12				study week	
23		04-Jun-12	EXAMINATION PERIOD				
24	Queens B'day - June 11	11-Jun-12					
25		18-Jun-12	Semester Break	clinical placement	clinical placement	clinical placement	clinical placement
26		25-Jun-12	Semester Break	clinical placement	clinical placement	clinical placement	clinical placement
27		02-Jul-12	Semester Break	clinical placement	clinical placement	clinical placement	clinical placement
28		09-Jul-12	Semester Break	clinical placement	clinical placement	clinical placement	clinical placement
29		16-Jul-12	Semester Break	clinical placement	clinical placement	clinical placement	clinical placement
30		23-Jul-12	Semester Break	clinical placement	clinical placement	clinical placement	clinical placement
	Semester 2						
			MIDW115	MIDW338	MIDW342		
31		30-Jul-12	Lecture Week 1	Lecture Week 1	Lecture Week 1		Lecture Week 1
32		06-Aug-12	Lecture Week 2	Lecture Week 2	Lecture Week 2		clinical placement
33	Elko Show day-Aug 15	13-Aug-12	Lecture Week 3	Lecture Week 3	Lecture Week 3		clinical placement
34		20-Aug-12	Lecture Week 4	Lecture Week 4	Lecture Week 4		clinical placement
35		27-Aug-12	Lecture Week 5	Lecture Week 5	Lecture Week 5		clinical placement
36		03-Sep-12	Lecture Week 6	Lecture Week 6	Lecture Week 6		clinical placement
37		10-Sep-12	Lecture Week 7	Lecture Week 7	Lecture Week 7		clinical placement
38		17-Sep-12	Lecture Week 8	Lecture Week 8	Lecture Week 8		clinical placement
39		24-Sep-12	VACATION WEEK				
40		01-Oct-12	Lecture Week 9	Lecture Week 9	Lecture Week 9		clinical placement
41		08-Oct-12	Lecture Week 10	Lecture Week 10	Lecture Week 10		clinical placement
42		15-Oct-12	clinical placement	clinical placement	clinical placement	clinical placement	clinical placement
43		22-Oct-12	clinical placement	clinical placement	clinical placement	clinical placement	clinical placement
44		29-Oct-12	clinical placement	clinical placement	clinical placement	clinical placement	clinical placement
45		05-Nov-12			Study week		
46		12-Nov-12	EXAMINATION PERIOD				
47		19-Nov-12					
48		26-Nov-12	clinical placement	clinical placement	clinical placement		clinical placement
49		03-Dec-12	clinical placement	clinical placement	clinical placement		clinical placement
50		10-Dec-12	clinical placement	clinical placement	clinical placement		clinical placement
51		17-Dec-12	clinical placement	clinical placement	clinical placement		clinical placement
52	ACU Closed Dec 25th	24-Dec-12					

- HLSC110 4 hour observational visits occur during on campus Lecture weeks

- Students who were not able to complete clinical in 2011 will be scheduled for clinical from 9th January 2012.

clinical placement student information kit

queenslandambulance service

undergraduate student



clinical placement information & related forms

Vers: 9/11

Queensland the Smart State



Queensland Government

about department of community safety

Queensland's Department of Community Safety (DCS) has an integral role in supporting and promoting healthy, safe and secure communities through public safety, emergency management and secure and appropriate corrective services.

DCS employs approximately 10,350 full time and part time employees, and is supported by more than 55,000 volunteers across Queensland.

The four operational Divisions of the DCS are Queensland Ambulance Service, Queensland Fire and Rescue Service, Emergency Management Queensland and Corrective Services Queensland.

about queensland ambulance service

Queensland Ambulance Service (QAS) provides ambulance services to the public, health institutions, community and sporting groups, businesses, medical research bodies and other Government agencies.

QAS aims to improve the health, wellbeing and quality of life of the community through the delivery of high quality pre-hospital emergency care, specialised transport services and a range of related preventative and community services.

Ambulance services across Queensland are coordinated through seven Regional Offices located in Cairns, Townsville, Rockhampton, Caloundra, Brisbane, Beenleigh and Toowoomba.

QAS services are provided from over 230 locations throughout the State.

the job is more than just sirens and flashing lights

The role of a Paramedic entails much more than zipping through traffic with sirens blaring. Paramedics are the front line of the Queensland Ambulance Service, dealing with emergency and non-emergency situations each working moment.

With specialist skills, equipment and medication, usually only found in a hospital's emergency room, Paramedics examine, treat and provide the highest possible quality of care to their patients.

QAS Paramedics are required to assist in a range of motor vehicle accidents, medical emergencies inside and outside domestic premises, building sites and public areas.

Paramedics also often work with other members of emergency services including firefighters and SES volunteers.

Furthermore, Paramedics within QAS may also follow careers in educational or clinical support roles, as frontline supervisors or senior and executive managers.

undergraduate student clinical placement arrangements

(November 2016)

The Queensland Ambulance Service is committed in providing clinical placement opportunities for undergraduate students who are enrolled in a degree of Paramedical Health Science, or similar, with any one of the partnering Universities from across the state.

As part of their degree studies, students are required to complete a number of weeks of clinical placement with a qualified Advanced Care Paramedic to reinforce their studies and skills acquired as part of their degree.

Prior to undertaking any clinical placement with the QAS, the University must ensure that students have completed the following mandatory requirements at no cost to, and to the satisfaction of, the Queensland Ambulance Service, no less than eight (8) weeks prior to the commencement date of the clinical placement.

The purpose of these requirements is to ensure that the student, and the QAS staff and patients/clients, are not put at risk and that the QAS continues to meet its required obligations and expectations.

QAS mandatory requirements

Students must complete all the QAS mandatory requirements prior to being approved by QAS for clinical placement.

The mandatory requirements are:

- **QAS MEDICAL ASSESSMENT**
Undergraduate students are required to undergo a QAS Medical Assessment, which includes Hepatitis B immunisation. Information relating to the Medical Assessment can be found on pages 2 through 9.

Please note: Hepatitis B immunisation can take up to 7 months from first injection to complete the full course. You will need to consult your GP on the best course for you as there may be varying options available. For further information pertaining to QAS Hepatitis B immunisation requirements and other medical assessment information can be found in the QAS Medical Standards on pages 3 & 4.
- **QAS HEALTH RELATED FITNESS ASSESSMENT (HRFA)**
In conjunction with the QAS Medical Assessment, students will be required to undertake the HRFA by a provider approved by the QAS. Information relating to the HRFA can be found on pages 10 through 15.
- **CRIMINAL HISTORY CLEARANCE REPORT**
Students will be required to obtain a national criminal history report through their local Queensland Police Station which shows there are 'No Disclosable Court Outcomes'.

Students who have a criminal history will not necessarily be precluded from doing clinical placement with the QAS, however the student will be requested to provide evidence to the QAS in relation to those matters and QAS will make an informed decision based on the evidence and information provided.

Please note: obtaining a Criminal History Clearance can take up to 6 weeks. If any disclosable court outcomes are recorded, the process to obtain clearance from QAS may take several weeks longer. Further information relating to criminal history clearance can be found on page 18.

- **UNIVERSITY STUDENT CLINICAL PLACEMENT INDUCTION**
This will be conducted at the University prior to commencing clinical placement. Information provided in the induction will cover such things as: QAS Code of Conduct, Roles and Responsibilities of the student, Uniform attire and presentation, and Workplace Health and Safety information and requirements.

introduction to the medical assessment

The nature of the Queensland Ambulance Service (QAS) operational workplace can at times present risks and hazards to both Paramedics and students. It is therefore important that persons entering the QAS operational workplace have both an acceptable health and fitness level to prevent unnecessary risk to themselves and others.

Apart from its general employer obligations as a service provider, QAS has further occupational health and safety responsibilities to ensure persons in the workplace meet these health and fitness requirements.

The following medical assessment has been determined using the 'Medical Standards for Paramedics' which reflects the level of health and fitness generally required to minimise the risk to the health and safety of persons in the QAS operational workplace.

The 'Medical Standards for Paramedics' also provides a useful reference for review by undergraduate students who may seek to apply for permanent employment with QAS following their graduation.

Therefore Undergraduate students are required to undertake a Medical Assessment prior to the commencement of clinical placement offered by QAS. Medical assessment comprises completion of a health related questionnaire by the undergraduate student and a medical assessment performed by a Medical Officer (General Practitioner) using the QAS Medical Assessment Forms provided in the package.

The completed Medical Assessment forms are then required to be provided to QAS for review via the sponsor University. The medical assessment requires approval from the QAS Medical Director prior to the commencement of the clinical placement period and remains current for three (3) years or as otherwise determined by the Medical Director. Those undergraduate students who are enrolled in a four (4) year Dual Degree, the Medical will remain current for the 4 years or as otherwise determined by the Medical Director.

Medical illness or physical conditions assessed as presenting a unacceptable level of risk to the individual or QAS in having the undergraduate student attend a QAS operational workplace, will be advised to the student and the sponsor University.

Undergraduate students who provide their medical assessment form must also notify the QAS Medical Director in writing, of any change to their health or fitness during the period that would reasonably be expected to be advised to QAS, that may affect the decision to allow the student continued access to the QAS operational workplace on clinical placement.

Medicals which are received by QAS, that are over twelve (12) months old (from date Medical Officer completed) the Undergraduate student may be requested to supply a Supplementary Medical Assessment Form. This Supplementary Medical Assessment form is only required to be filled out by the student and does not require a further Medical Officer assessment.

NB: Medicals assessed for clinical placement are valid for the purpose of unpaid clinical placement only. If students enter into a paid employment arrangement with QAS, then the QAS Medical Director may request a new complete Medical Assessment as a requirement of employment with the QAS.

completing the medical assessment

- The undergraduate student completes Part 1, sections 1, 2, 3, 4 and 5 of the Medical Assessment Form. If a student answers 'Yes' to any of the questions in section 2, they must supply additional medical information in the form provided in section 3.
- The undergraduate student then takes the Medical Assessment form to the Medical Officer (General Practitioner) who will then review Part 1, section 2 and 3 and then completes Part 2, sections 6 and 7 of the form. Whilst at the GP the student should ensure they comply with the Hepatitis B immunity requirements of the Medical.
- The completed Medicals should then be submitted to their sponsor University who will forward them onto the QAS once all other mandatory requirements are met, ie: Hep B Immunity, Health Related Fitness Assessments and Criminal History Checks received.
- Important Note: Whilst students are at the GP undergoing the QAS Medical Assessment they will need to also have the GP complete the 'Certificate to undertake the Health Related Fitness Assessment' (HRFA) form. This form then gets taken to the HRFA provider and allows the student to complete the HRFA.



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queensland ambulance service paramedic medical standards (as at 2009)

Introduction

- a. The role of a Paramedic requires a certain level of physical fitness. Critical job demands include:

Metropolitan

- Sitting and driving (<30 minutes).
- Frequent and sustained squatting and kneeling to access patients at ground level. Some forward bending over patient (<30+ minutes).
- Sitting and forward bending to provide clinical/monitoring in the back of a moving ambulance. Some balance required.
- Frequent manual handling of patients (generally two officers), including rolling, positioning, lifting and carrying <180kg patients between knee and waist level, and pushing/pulling trolleys. Assistance is called for heavier patients.
- Manual handling of equipment between ground and above shoulder level (<20kg), lifting and carrying bilateral/unilateral eg Medication boxes, oxy-viva.
- Other demands include shiftwork, work stress, fatigue and irregular eating hours associated with the workload (eg <14 hour work shift).

Regional

- Sitting and driving (<7 hours).
- Frequent and sustained squatting and kneeling to access patients at ground level. Some forward bending over patient (<30+ minutes).
- Sitting and forward bending to provide clinical/monitoring in the back of a moving ambulance. Some balance required.
- Frequent manual handling of patients (generally two officers), including rolling, positioning, lifting and carrying <180kg patients between knee and waist level, and pushing/pulling trolleys. Assistance is to be called for heavier patients.
- Manual handling of equipment between ground and above shoulder level (<20kg), lifting and carrying bilateral/unilateral.
- Some heavier manual handling tasks in situations, as required. May include use of equipment available to assist in removing patient from injury source.
- Some sustained sitting or lying down at station when on standby waiting for calls on night shift.
- b. The QAS Medical Standards reflect the inherent requirements of the role of a Paramedic. Applicants are assessed against the Medical Standards to determine their capacity to perform the duties of a Paramedic (i.e. fit for duty).

1. General Reference

Individuals are required to work in shifts, with fluctuations in workload and possible variations in shift duration. QAS measures individuals against the Assessing Fitness to Drive for Commercial and Private Vehicle Drivers Standards criteria.

2. Vision

- a. Individuals are required to have good vision to be able to operate a vehicle and perform patient care duties.
- b. If an individual has visual acuity worse than 6/9 in the better eye, or worse than 6/18 in either eye, a specialist report, taking into account the critical job demands should be sought.
- c. Individuals who experience any diplopia (other than physiological diplopia) when fixing objects within 20 degrees of the primary direction of the gaze are ineligible for appointment.
- d. Individuals must not have any indication of night blindness.
- e. If an individual has a visual field defect, a specialist report, taking into account the critical job demands should be sought.
- f. If indicated by an ophthalmologist or optometrist, the individual will be required to undertake an annual review of their vision.

3. Hearing

- a. A loss of more than 40 decibels on the ISO 389 scale (at 500, 1000 and 2000 CPD on a pure tone audiometer) in either ear is considered significant, however may not exclude an individual from appointment. Hearing should be evaluated without the use of artificial aids.

- b. If any doubt exists as to an individual's auditory acuity, a specialist report, taking into account the critical job demands should be sought.

4. Cardiovascular conditions, fainting or blackouts

- a. Individuals are required to undertake significant physically and psychologically demanding duties such as prolonged extrications, walking long distances in difficult terrain, and lifting and carrying patients.
- b. If an individual suffers from any of the following conditions, a specialist report, taking into account the critical job demands should be sought:
 - Angina Pectoris;
 - Suspected Angina Pectoris;
 - Confirmed myocardial infarction;
 - Coronary artery bypass, grafting or coronary angioplasty;
 - Vascular disorders;
 - Uncontrolled hypertension;
 - Valvular heart disease;
 - Arrhythmia;
 - Cardiomyopathy;
 - Congenital heart disorder; or
 - Reoccurring fainting or blackouts.

5. Neurological and neuromuscular conditions (excluding epilepsy)

If an individual suffers from any neurological or neuromuscular disorder, a specialist report, taking into account the Assessing Fitness to Drive for Commercial and Private Vehicle Drivers Standards criteria and the critical job demands should be sought.

6. Epilepsy

- a. Individuals with a diagnosis of epilepsy/seizures will be measured against the Assessing Fitness to Drive for Commercial and Private Vehicle Drivers Standards criteria.

- b. Individuals with a history of febrile convulsions limited to early childhood may ignore this history.

7. Respiratory diseases

If an individual suffers from any obstructive lung disease such as severe chronic asthma, chronic bronchitis or emphysema, a specialist report, taking into account the critical job demands should be sought.

8. Metabolic diseases

Individuals suffering diabetes mellitus may be considered for employment as Paramedic. Some special conditions would need to be considered with regard to geographical placements and/or shift type eg placed in a larger station with day/night shift operations.

9. Psychiatric illnesses, depression or anxiety

- a. Where there is a risk that an individual may be compromised by a psychiatric condition or psychological instability, a specialist report, taking into account the critical job demands should be sought.
- b. A history of Post Traumatic Stress Disorder (PTSD) may exclude a person from employment as a Paramedic. A written report from a treating Medical Officer may be required.

10. Orthopaedic conditions

- a. If an individual has suffered from a back injury that resulted in more than one week off work or full time study, spinal surgery or suffer from chronic back pain, a specialist report, taking into account the critical job demands should be sought.
- b. If an individual has suffered from multiple dislocations or reconstructive surgery involving the shoulder, hip, knee or ankle, a specialist report, taking into account the critical job demands should be sought.
- c. Individuals are required to have good manual dexterity (for drawing up drugs etc).

11. Medications

There are no issues with an individual's medication as long as there is no increased likelihood of loss of consciousness or impaired judgement, or ability to undertake hard physical work.

Also, someone with a personal or family history of malignant hyperpyrexia cannot be accepted (because of the use of methoxyflurane in ambulances) UNLESS they have had testing that indicates volatile anaesthetic agents are NOT involved in their case.

12. Substance abuse

A definite history of abuse of any substance (alcohol or drug – either prescription or non-prescription) may exclude a person from employment as a Paramedic. Further testing may be requested at the Medical Director's discretion.

13. Immunisation

Paramedics are required to undertake direct patient management and therefore, prior to commencing employment, all student paramedics are required to produce acceptable evidence of seroconversion against Hepatitis B. Acceptable evidence includes:

- a) a complete, age appropriate course of Hepatitis B vaccine and anti-HBs antibodies greater than or equal to 10mIU/ml; OR
- b) documented evidence of Hepatitis B infection.
- QAS encourages officers to be immunised against polio, measles, mumps and rubella. Immunisation against TB and Hepatitis A will be offered by QAS to employees in high risk areas.

14. Body Mass Index

Paramedics are required to have a BMI of 33 or less.

$$\text{BMI} = \frac{\text{mass (in kilograms)}}{\text{height (in metres)}^2}$$

If an individual believes that their BMI is the result of ethnicity, an abnormal body build or high muscle mass, then they will be required to submit evidence based on floatation or body plethysmography tanks, or a skin fold test from a health professional.





QUEENSLAND AMBULANCE SERVICE Clinical Placement Medical Assessment Form

As part of the Queensland Ambulance Service (QAS) Clinical Placement Program, undergraduate students are required to undertake the following Medical Assessment.

Steps to completing the Medical Assessment

- Applicants complete Part 1 of the Medical Assessment Form. If an student answers 'yes' to any of the questions, they must supply additional medical information. Please refer to Section 3.
- Students then take the Medical Assessment Form to a Medical Officer (General Practitioner).
- The Medical Officer reviews Part 1 and completes Part 2 of the Form.
- Students must then submit the completed Medical Assessment Forms, along with any specialist reports, to their sponsor University and the University will forward to QAS as required once all other necessary mandatory assessment items/documents are received by the university. Forms should not be sent directly to the QAS unless directed by the Medical Directors.

Please note, all information disclosed and recorded on the Medical Assessment Form by the applicant and Medical Officer, will be treated with the strictest confidence. Students are encouraged to submit the Medical Assessment documents to the University in a sealed envelope for the University to pass onto QAS.

PRIVACY INFORMATION

The Department of Community Safety is collecting information on this form for the following purposes:

- to ensure that applicants meet all the requirements for employment with the Queensland Ambulance Service; and
 - to ensure the Department discharges its legislative, accountability, administrative, reporting, management, personnel, financial and workplace health and safety functions.
- Collection of this information is authorised/required by the Ambulance Services Act 1991, the Anti-Discrimination Act 1991 and the Workplace Health and Safety Act 1995.

Part 1 (To be completed by the student)

SECTION 1 Student Details

UNIVERSITY	COHORT YEAR	STUDENT ID
Title <input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Other _____		
GIVEN NAMES		PREFERRED NAME (not nicknames)
SURNAME		DATE OF BIRTH
RESIDENTIAL ADDRESS		
POSTAL ADDRESS - Insert 'as above' if same as Residential Address		
EMAIL		
PHONE HOME	WORK	MOBILE
GENDER <input type="checkbox"/> MALE <input type="checkbox"/> FEMALE		
What position are you applying for?		What location are you applying for?
Are you an existing Queensland Ambulance Service (QAS) employee?		<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you previously applied for employment with the QAS?		<input type="checkbox"/> Yes <input type="checkbox"/> No

SECTION 2 Health Questionnaire (Please refer to the Medical Standards in the Applicant Information Kit)

- 2.1 Are you currently being treated by a doctor for any injury or illness? ☐ Yes ☐ No
- 2.2 Do you currently take any prescribed medications? (eg: sprays, tablets, mixtures, etc)? ☐ Yes ☐ No

- 2.3 Have you ever had or been told by a doctor that you have had heart disease, chest pain (angina), a heart attack, any condition requiring heart surgery, high blood pressure requiring medication, sustained palpitations or an irregular heart beat?
- ☐ Yes ☐ No
- 2.4 Have you ever had or been told by a doctor that you have had any blood disease or disorder?
- ☐ Yes ☐ No
- 2.5 Have you ever had or been told by a doctor that you have had any respiratory condition or abnormal shortness of breath?
- ☐ Yes ☐ No
- 2.6 Have you ever had or been told by a doctor that you have had any disease of the liver including Hepatitis?
- ☐ Yes ☐ No
- 2.7 Have you ever had or been told by a doctor that you have had a hernia (rupture) or hiatus hernia?
- ☐ Yes ☐ No
- 2.8 Have you ever had or been told by a doctor that you have had colic or any disease of the bowel?
- ☐ Yes ☐ No
- 2.9 Have you ever had or been told by a doctor that you have had dyspepsia or a disease or ulcer of the stomach or duodenum?
- ☐ Yes ☐ No
- 2.10 Have you ever had or been told by a doctor that you have had dizziness or fainting spells?
- ☐ Yes ☐ No
- 2.11 Have you ever had or been told by a doctor that you have had epilepsy or fits?
- ☐ Yes ☐ No
- 2.12 Have you ever had or been told by a doctor that you have had skin cancers?
- ☐ Yes ☐ No
- 2.13 Have you ever had or been told by a doctor that you have had migraines or persistent headaches?
- ☐ Yes ☐ No
- 2.14 Have you ever had or been told by a doctor that you have had cancer or a tumour of any kind?
- ☐ Yes ☐ No
- 2.15 Have you ever had or been told by a doctor that you have had diabetes?
- ☐ Yes ☐ No
- 2.16 Have you ever had or been told by a doctor that you have had thyroid disease?
- ☐ Yes ☐ No
- 2.17 Have you ever had or been told by a doctor that you have had dermatitis or eczema?
- ☐ Yes ☐ No
- 2.18 Have you ever had or been told by a doctor that you have had deafness or a hearing defect?
- ☐ Yes ☐ No
- 2.19 Have you ever had or been told by a doctor that you have had a bone injury or fracture?
- ☐ Yes ☐ No
- 2.20 Have you ever had or been told by a doctor that you have had a dislocated joint?
- ☐ Yes ☐ No
- 2.21 Have you ever had or been told by a doctor that you have had an ankle or knee injury?
- ☐ Yes ☐ No
- 2.22 Have you ever had or been told by a doctor that you have had a back injury or back pain?
- ☐ Yes ☐ No
- 2.23 Have you ever had or been told by a doctor that you have had foot trouble or difficulty wearing shoes?
- ☐ Yes ☐ No
- 2.24 Are you currently prescribed or have you ever been prescribed any antidepressant medication, antipsychotic medication, anti-anxiety agents, addiction alleviating medications eg naltrexone, methadone?
- ☐ Yes ☐ No
- 2.25 Do you currently suffer or have ever suffered from any of the following: depression, anxiety disorder, post traumatic stress disorder, obsessive compulsive disorders, phobias, addictive behaviours (including alcohol, gambling), substance abuse, illicit drug use, attempted suicide, self harming behaviours, mental illness?
- ☐ Yes ☐ No
- 2.26 Have you ever had or been told by a doctor or optometrist that you have had any abnormal vision, requiring you to wear spectacles or contact lenses? If yes, please attach an optometrist report.
- ☐ Yes ☐ No
- 2.27 Have you ever had or been told by a doctor that you have had colour blindness?
- ☐ Yes ☐ No
- 2.28 Are you allergic to any medication?
- ☐ Yes ☐ No
- 2.29 Has your weight altered in the past 12 months?
- ☐ Yes ☐ No



QUEENSLAND AMBULANCE SERVICE Clinical Placement Medical Assessment Form

Part 2 (To be completed by a Medical Officer)

SECTION 1 Medical Examination

1.1	Respiratory System Chest Lungs	<input type="checkbox"/>	Normal	<input type="checkbox"/>	Abnormal
If abnormal, please specify: _____					
1.2	Cardiovascular Blood Pressure	Systolic _____ mmHG			
		Diastolic _____ mmHG			
	Pulse Rate _____	<input type="checkbox"/>	Regular	<input type="checkbox"/>	Irregular
	Heart Sounds	<input type="checkbox"/>	Normal	<input type="checkbox"/>	Abnormal
If abnormal, please specify: _____					
	Is there any sign of swelling or oedema?	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
If yes, please specify: _____					
1.3	Abdomen Abdomen	<input type="checkbox"/>	Normal	<input type="checkbox"/>	Abnormal
If abnormal, please specify: _____					
1.4	Body Mass Index (BMI)				
	Weight _____	Height _____			
	BMI _____	$\text{BMI} = \frac{\text{mass (in kilograms)}}{\text{height (in metres)}^2}$			
Paramedics are required to have a BMI of 33 or less. Emergency Medical Dispatchers are required to have a BMI of 36 or less.					
If an individual believes that their BMI is the result of ethnicity, an abnormal body build or high muscle mass, they will be required to submit evidence based on floatation or body plethysmography tanks, or a skin fold test from a health professional.					
1.5	Neurological/Locomotion				
	Cervical Spine Rotation	<input type="checkbox"/>	Normal	<input type="checkbox"/>	Abnormal
	Back Movement	<input type="checkbox"/>	Normal	<input type="checkbox"/>	Abnormal
	Upper Limbs Appearance	<input type="checkbox"/>		<input type="checkbox"/>	
	Joint Movement	<input type="checkbox"/>	Normal	<input type="checkbox"/>	Abnormal
	Muscle Tone	<input type="checkbox"/>	Normal	<input type="checkbox"/>	Abnormal
	Coordination	<input type="checkbox"/>	Normal	<input type="checkbox"/>	Abnormal
	Reflexes	<input type="checkbox"/>	Normal	<input type="checkbox"/>	Abnormal
	Lower Limbs Appearance				
	Joint Movement	<input type="checkbox"/>	Normal	<input type="checkbox"/>	Abnormal
	Muscle Tone	<input type="checkbox"/>	Normal	<input type="checkbox"/>	Abnormal
	Coordination	<input type="checkbox"/>	Normal	<input type="checkbox"/>	Abnormal

Reflexes ☐ Normal ☐ Abnormal

If abnormal, please specify. _____

1.6 Vision

Visual Acuity

Corrected Right _____ Left _____

Uncorrected Right _____ Left _____

Are contact lenses or spectacles worn? ☐ Yes ☐ No

If yes, an optometrist report indicating your corrected and uncorrected vision must be attached. Please note that your optical prescription is not sufficient.

Visual Fields ☐ Normal ☐ Abnormal

Ishihara ☐ Normal ☐ Abnormal

If abnormal, please specify. _____

1.7 Hearing

Hearing ☐ Normal ☐ Abnormal

If abnormal, please specify. _____

1.8 Urinalysis

Protein ☐ Normal ☐ Abnormal

Glucose ☐ Normal ☐ Abnormal

Are there any signs of alcohol or other drug abuse? ☐ Yes ☐ No

If abnormal, please specify. _____

SECTION 2 Declaration

I certify that I have examined _____ and declare that all responses detailed on the Medical Examination Form are true and correct to the best of my knowledge.

Name of Medical Officer _____ Date of Examination _____

Stamp of Medical Officer

Medical Officer's Signature _____

Address _____

Phone _____

health related fitness assessment

The Health Related Fitness Assessment assesses various fitness components including musculoskeletal fitness (strength and flexibility), cardiovascular fitness and manual dexterity.

The Health Related Fitness Assessment is made up of nine components.

Students are required to undertake their Medical Assessment before undertaking the Health Related Fitness Assessment.

Component 1 - Manual Dexterity: Purdue Peg Board Test

This component assesses dexterity to aid in the selection and rehabilitation of employees for various types of manual occupations by measuring two types of dexterity:

- gross movements of the fingers, hands and arms; and
- fine fingertip dexterity necessary in assembly tasks.

The participant uses both hands separately and together to place pins, washers and collars in holes in the pegboard.

Different combinations are tested, for example, inserting pins with right hand, simultaneously inserting pins with right hand, then washer with left hand, then collar with right hand, etc.

The number of pins inserted or assemblies completed in a predetermined time constitutes the participant's score.

Component 2 - Grip Strength: Unilateral Grip Strength Dynamometer Test

This component assesses grip strength. It is performed unilaterally, meaning each hand is assessed individually.

The participant squeezes a hand-held dynamometer as hard as possible (two trials on each hand).

The final score for each hand is the highest value achieved out of the two trials on each hand.

Component 3 - Back Strength: Back Strength Dynamometer Test

This component measures back strength although the same piece of equipment measures chest strength as well.

The participant exerts a maximal contraction of the upper back muscles on the dynamometer. The amount of force is indicated by the dial on the dynamometer during the contraction.

Component 4 - Leg Strength: Leg Strength Dynamometer Test

This component assesses leg strength in a position similar to that adopted towards the end of a lift.

The participant stands on a platform in a predefined position and pulls vertically upwards on a handle attached by a chain to the dynamometer on the platform.

The amount of force is measured via this dynamometer. Although this device can be used to measure back extension strength, maximal contractions are not advised because of the possibility of injury to the small muscles of the back.

Component 5 - Abdominal Strength: 7 Stage Sit Up Test

This component measures abdominal strength. It is performed with the knees bent and feet unsecured, thus emphasising the use of the abdominals.

The participant performs each Variation once until no further Variations can be completed. Please refer to page 10 for details of Variations.

Three attempts may be allowed at any stage but the participant is not permitted to lift their feet, alter their stipulated position or gain any advantage by rebounding off the mat.

The final score will be between 0 and 7, depending on the stage completed.

Component 6 - Abdominal Endurance: 60 Second Sit Up Test

This component measures muscular endurance of the abdominal musculature.

The participant lies on their back with knees bent and feet on the floor. Their feet are secured by a partner or tester. A single situp is completed when the participant returns to the starting position.

The participant performs as many sit ups as possible in 60 seconds.

The number of sit ups performed is the final score.

Component 7 - Cardiovascular Fitness: 3 Minute Step Test

This component measures submaximal aerobic capacity via continuous stepping up and down on a step of specific height (12 inches) at a specific speed (24 steps per minute).

This component uses the recovery heart rate, following a predetermined period (3 minutes) of bench stepping at a set rate, to estimate cardiovascular fitness.

Component 8 - Trunk Flexibility: Sit and Reach Test

This component measures low back and hamstring flexibility.

The participant sits with their legs straight and feet against a flat vertical surface. Without bending their knees, the participant reaches forward as far as possible and holds for a minimum of two seconds.

The distance away from the participant's toes (positive [past] or negative [before]) is measured via a sliding scale.

Component 9 - Trunk Rotational Flexibility Test

This component measures trunk flexibility.

The participant stands side on to a wall marked with a horizontal measurement scale. They then twist their upper body away from the wall whilst bending the knees, keeping the feet stationary.

The point where the participant's hand (initially furthest away from the wall) touches the wall is noted and referenced to the distance away from the participant's body centreline. This measure is recorded as trunk rotational flexibility.

Preparation

To prepare for the Health Related Fitness Assessment please refer to the Fitness Conditioning Training Guide on pages 11 and 12.

health related fitness assessment component 5 variations

variation 1



Start: Arms straight, hands resting on top of thighs.

Finish: Arms straight, finger tips touching patella.

Result: Very Poor

variation 2



Start: Arms straight, hands resting on top of thighs.

Finish: Arms straight, elbows touching patella.

Result: Poor

variation 3

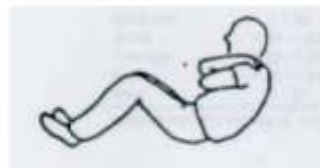


Start: Arms across the abdomen, hands gripping the opposite elbows.

Finish: Forearms touching the thighs.

Result: Fair

variation 4

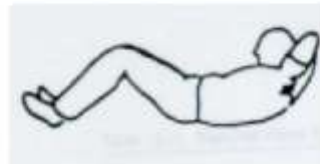


Start: Arms across the chest, hands gripping the opposite shoulders.

Finish: Forearms touching the thighs.

Result: Good

variation 5



Start: Arms flexed behind the head, hands gripping the opposite shoulders.

Finish: Chest touching the thighs.

Result: Very Good

variation 6



Start: Arms flexed behind the head, hands gripping the opposite sides of a 2.5kg weight.

Finish: Chest touching the thighs.

Result: Excellent

variation 7



Start: Arms flexed behind the head, hands gripping the opposite sides of a 5kg weight.

Finish: Chest touching the thighs.

Result: Outstanding

fitness conditioning training guide

Introduction

To successfully complete the physical assessment components of the QAS Health Related Fitness Assessment, the student needs to have a reasonable level of cardiovascular fitness, muscular strength and endurance, and flexibility. It is strongly recommended that if a student is not already routinely engaged in physical activity, that they prepare for the assessment.

This training guide is provided to students as a suggested physical conditioning program to help prepare them for the Health Related Fitness Assessment.

Please note: The training guide is a suggested conditioning program only, and it may not suit each individual. It is recommended that the student consult their treating Medical Officer (General Practitioner) prior to undertaking this regime, especially if the student has a history of a health condition that could be affected by physical exertion.

fitness conditioning training levels

Choose a 'Level' that most appropriately matches your current capacity for physical activity. Complete the suggested physical activities in the chosen level and aim to upgrade to a higher level weekly or fortnightly, as appropriate.

	Cardiovascular Fitness	Strength Fitness	Flexibility
Level 1	Run or Walk 30 minutes (target 60-70% predicted max. HR), 2-3 times per week	Strength Routine 2 sets of 15 reps per exercise, 2-3 times per week	Stretch Routine 2-3 times per week
Level 2	Run or Walk 45 minutes (target 60-70% predicted max. HR), 2-3 times per week	Strength Routine 3 sets of 15 reps per exercise, 2-3 times per week	Stretch Routine 2-3 times per week
Level 3	Run 45 minutes (target 70-80% predicted max. HR), 2-3 times per week	Strength Routine 3 sets of 10 reps per exercise, increased resistance, 2-3 times per week	Stretch Routine 2-3 times per week
Level 4	Interval Running 45 minutes + Stair Climbing 5 minutes (target 70-80% predicted max. HR), 2-3 times per week	Strength Routine 3 sets of 10 reps per exercise with increased resistance, 2-3 times per week	Stretch Routine 2-3 times per week
Level 5	Interval Running 45 minutes + Stair Climbing 10 minutes target (70-80% predicted max. HR), 2-3 times per week	Strength Routine 3 sets of 10 reps per exercise with increased resistance, 2-3 times per week	Stretch Routine 2-3 times per week
Level 6	Interval Running 45 minutes + Stair Climbing 10 minutes (target 80% predicted max. HR), 2-3 times per week	Strength Routine 3 sets of 10 reps per exercise with increased resistance, 2-3 times per week	Stretch Routine 2-3 times per week

HR = Heart Rate

terminology

Predicted Maximum Heart Rate can be used as a guide to measure the level of cardiovascular exertion. Typically $220 - \text{Age} = \text{Predicted Max Heart Rate}$. A percentage of the Predicted Max Heart Rate is used to guide intensity.

Interval Training is a style of cardiovascular training that combines two or more intensities of aerobic exercise. One style and therefore intensity of exercise immediately follows the other without a rest period between. By using this technique, a trainer can recover from a higher intensity exercise whilst maintaining their heart rate at an elevated level.

strength routine

Forearm Strength

Technique	Grip a tennis ball in the palm of your hand and apply pressure evenly with all fingers as you squeeze. Hold the squeeze momentarily before releasing.
Stage 1	Squeeze a tennis ball with mild exertion, alternating hands.
Stage 2	Squeeze a tennis ball with moderate exertion, alternating hands.
Stage 3	Squeeze a tennis ball with maximal exertion, alternating hands.

Upper Body Strength

Technique	Position your hands and feet about shoulder width apart. Slowly lower yourself towards the wall or floor. Hold momentarily before returning to the start position.
Stage 1	Push-ups against the wall or a table.
Stage 2	Push-ups on the floor, off your knees.
Stage 3	Push-ups on the floor, off your toes.

Leg Strength (Squats)

Technique	Position your feet about shoulder width apart with your toes slightly pointed outwards. Keep your head up and back straight as you bend your knees and lower your bottom towards the ground. Hold your hands out in front to assist with balance.
Stage 1	Squat down until your knees are partially bent.
Stage 2	Squat down until your thighs are horizontal.
Stage 3	Squat down until your thighs are horizontal whilst holding a weight in each hand.

Leg Strength (Lunges)

Technique	Step forward with one leg and lower the rear knee towards the ground. Rise and step back together. Alternate legs.
Stage 1	Lunge down until your knees are partially bent.
Stage 2	Lunge down until your front thigh is horizontal.
Stage 3	Lunge down until your front thigh is horizontal whilst holding a weight in each hand.

Abdominal Endurance

Technique	Lie down on your back with your knees bent at 90 degrees and feet shoulder width apart and flat on the floor. Position your hands to support your head. Slowly lift your shoulders up and towards your hips then lower to the start position.
Stage 1	Lift your upper trunk partially off the ground.
Stage 2	Lift your upper trunk off the ground.
Stage 3	Lift your upper trunk off the ground whilst holding a weight in each hand.

stretch routine

Hamstring and Lower Back

Technique	Sit on the ground or edge of a bench. Extend one leg straight out in front with the other leg bent and lying flat on the floor. Gently reach with both hands along
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the outstretched leg. Keep your back up straight (pivot at the hips). Hold the end point for 15-20 seconds before returning to the start position. Alternate legs and repeat 2-3 times per leg.

Rotational Flexibility

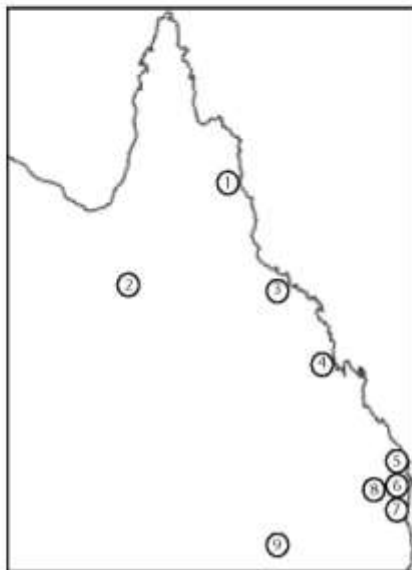
Technique	Sit on the ground. Extend one leg straight out in front with the other leg bent and in an upright position. Gently twist your trunk around towards the bent knee, reaching around behind you with the leading arm. Gently apply pressure to the outside of the bent knee with the trailing arm. Keep your back up straight and hold the end point for 15-20 seconds before returning to the start position. Alternate legs and repeat 2-3 times per leg.
-----------	--

Additional Stretches

Stretches for all of the major muscle groups of the body should be performed as part of a well balanced routine.



QAS Health Related Fitness Assessment Provider List



1 Cairns

Kinnect - Janna Bailey
Ph: 0407 695 551

2 Mt Isa

Mt Isa Physio - David Rose
Ph: (07) 4749 4719

3 Townsville

James Cook University - Administration
Ph: (07) 4781 6177 PH testing only available on Fridays between 9am - 3pm

4 Rockhampton

Central Queensland University - Aaron Scanlan
Ph: (07) 4923 2538

5 Sunshine Coast

Currently No assessors available in this area

6 Greater Brisbane

Hawthorne Balance - Nathan Green
Ph: 0409 061 032

Kelvin Grove Qld University of Technology (QUT) - Human Movements Clinic
Ph: (07) 3138 9777

7 Toowoomba

Workwise Safety & Rehab - Administration
Ph: (07) 4632 2945

8 Gold Coast

Burleigh Reeves Rehabilitation Consulting - Nathan Reeves
Ph: (07) 5535 3954 or 0403 364 759

9 New South Wales

Charles Sturt University - Frank Marino
Ph: (02) 6338 4048 Areas covered: Blue Mountains, Lithgow, Bathurst, Orange and Cowra

**CERTIFICATION TO UNDERTAKE THE HEALTH RELATED FITNESS ASSESSMENT (HRFA)
NOTES FOR MEDICAL PRACTITIONER**

This Certificate is to be completed by your Medical Practitioner and returned to the Student

SECTION 1 Student Details

UNIVERSITY		COHORT YEAR	STUDENT ID
Title <input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Other _____			
GIVEN NAMES		PREFERRED NAME (not nicknames)	
SURNAME		DATE OF BIRTH	
RESIDENTIAL ADDRESS			
POSTAL ADDRESS - Insert 'as above' if same as Residential Address			
EMAIL			
PHONE HOME	WORK		MOBILE
GENDER <input type="checkbox"/> MALE <input type="checkbox"/> FEMALE			

PURPOSE OF THIS CERTIFICATION

The student must obtain this certification from their Medical Practitioner to declare that they are basically healthy and are not placing themselves at risk by undertaking the Queensland Ambulance Service (QAS) Health Related Fitness Assessment. The applicant will then produce this certificate to their physical fitness provider to undertake the HRFA while they must also provide the QAS with another Medical Certificate to the effect that they are in good health and a standard examination has not indicated any conditions that could prevent them participating in the HRFA or place them at risk during the test.

GENERAL

Medical Practitioners examining persons intending to undertake Clinical Placement with the QAS are advised that a high standard of physical fitness is necessary if the applicant is to cope with Undergraduate Student Paramedic duties.

SECTION 2 Medical Officer Declaration

I certify that I have examined _____ and believe him/her to be FIT / UNFIT to participate in the Queensland Ambulance Service Health Related Fitness Assessment (HRFA) by an authorised provider.

COMMENTS

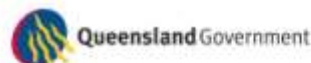
Name of Medical Officer _____ Date of Examination _____

Stamp of Medical Officer

Medical Officer's Signature _____

Address _____

Phone _____



OAS Undergraduate Student Clinical Placement Health Related Fitness Assessment Scoring Form

The Department of Community Safety is collecting information on this form for the following purposes:

- to ensure that applicants meet the physical and functional requirements of the Queensland Ambulance Service;
- to ensure the Department effectively discharges its Workplace Health and Safety obligations.

Collection of this information is authorised/required by the Ambulance Service Act 1991 and the Workplace Health and Safety Act 1995.

The completed copy of Health Related Fitness Assessment Scoring Form is to be supplied to the student so they can lodge it with the university directly themselves. The University will then provide the documentation to the OAS State Coordinator, Undergraduate Clinical Placements, as required and once all other OAS Clinical Placement mandates are completed.

UNIVERSITY	COHORT YEAR	STUDENT ID
Title <input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Other _____		
GIVEN NAMES		PREFERRED NAME (not nicknames)
SURNAME		DATE OF BIRTH

IDENTIFICATION

Has the student produced photo ID as well as a signed certificate indicating permission from a Medical Officer to undertake the Health Related Fitness Assessment?

Yes ☐ No ☒

Please note: Photo ID and a signed certificate indicating permission from a Medical Officer to undertake the Health Related Fitness Assessment must be sighted prior to commencement of the Health Related Fitness Assessment.

HEIGHT	WEIGHT
ASSESSOR GIVEN NAMES	ASSESSOR SURNAME
ASSESSOR QUALIFICATIONS	
ASSESSOR SIGNATURE	DATE

TEST 1 Purdue Pegboard																					
Right Hand			Left Hand			Both Hands															
L+R+Both (A)			Assembly (B)																		
Raw Score = $\frac{A+B}{2}$			<table border="1"> <tr> <th>Points</th> <td>0</td> <td>1</td> <td>2</td> <td>3</td> <td>4</td> </tr> <tr> <th>Raw Score</th> <td><39</td> <td>39 - 40.4</td> <td>40.5 - 42.4</td> <td>42.5 - 45</td> <td>>45</td> </tr> </table>			Points	0	1	2	3	4	Raw Score	<39	39 - 40.4	40.5 - 42.4	42.5 - 45	>45	Points		Score	
Points	0	1	2	3	4																
Raw Score	<39	39 - 40.4	40.5 - 42.4	42.5 - 45	>45																
<input type="text"/>						<input type="text"/> X 2.38 =		<input type="text"/>													
TEST 2 Grip Strength																					
Right Hand (Trial 1)			Right Hand (Trial 2)																		
Left Hand (Trial 1)			Left Hand (Trial 2)																		
Raw Score = $\frac{\text{Best RH} + \text{Best LH}}{2}$			<table border="1"> <tr> <th>Points</th> <td>0</td> <td>1</td> <td>2</td> <td>3</td> <td>4</td> </tr> <tr> <th>Raw Score</th> <td><32.5</td> <td>32.5 - 40</td> <td>40.1 - 49</td> <td>49.1 - 53</td> <td>>53</td> </tr> </table>			Points	0	1	2	3	4	Raw Score	<32.5	32.5 - 40	40.1 - 49	49.1 - 53	>53	Points		Score	
Points	0	1	2	3	4																
Raw Score	<32.5	32.5 - 40	40.1 - 49	49.1 - 53	>53																
<input type="text"/>						<input type="text"/> X 2.38 =		<input type="text"/>													
TEST 3 Back Strength																					
Trial 1																					
Trial 2																					
Raw Score = Best Trial			<table border="1"> <tr> <th>Points</th> <td>0</td> <td>1</td> <td>2</td> <td>3</td> <td>4</td> </tr> <tr> <th>Raw Score</th> <td><25.9</td> <td>26 - 32</td> <td>32.1 - 37</td> <td>37.1 - 46</td> <td>>46</td> </tr> </table>			Points	0	1	2	3	4	Raw Score	<25.9	26 - 32	32.1 - 37	37.1 - 46	>46	Points		Score	
Points	0	1	2	3	4																
Raw Score	<25.9	26 - 32	32.1 - 37	37.1 - 46	>46																
<input type="text"/>						<input type="text"/> X 2.38 =		<input type="text"/>													

TEST 4 Leg Strength									
Trial 1									
Trial 2									
Raw Score = Best Trial		Points	0	1	2	3	4	Points	
		Raw Score	<124	125-149	150-166	167-188	>188		X 2.38 =
									Score
TEST 5 Abdominal Strength									
Stage completed									
Raw Score = Stage completed		Points	0	1	2	3	4	Points	
		Raw Score	0	1	2	3	4 or >4		X 2.38 =
									Score
TEST 6 Abdominal Endurance									
Number of sit-ups performed									
Raw Score = No. sit-ups		Points	0	1	2	3	4	Points	
		Raw Score	<22	22-27	28-32	33-37	>37		X 2.38 =
									Score
TEST 7 Cardiovascular Fitness									
60 second heart rate									
Raw Score = 60 sec HR		Points	0	1	2	3	4	Points	
		Raw Score	Age < 35yrs	>133	118-133	100-117	91-99	<90	
			Age > 35yrs	>136	122-136	106-121	96-105	<95	
									Score
									X 5.95 =
TEST 8 Trunk Flexibility (48" A Raw Score of 23 is equivalent to touching one's toes)									
Trial 1									
Trial 2									
Raw Score = Best Trial		Points	0	1	2	3	4	Points	
		Raw Score	<22	22-25.9	26-28.9	29-33.9	>34		X 2.38 =
									Score
TEST 9 Rotational Flexibility (48" A Raw Score of 9 indicates the participant reached the line respective to the toes)									
Right Hand (Trial 1)					Right Hand (Trial 2)				
Left Hand (Trial 1)					Left Hand (Trial 2)				
Raw Score = $\frac{\text{Best RH} + \text{Best LH}}{2}$		Raw Score	0	1	2	3	4	Points	
		Points	<13	13-15	16-19	20-23	>23		X 2.38 =
									Score
TOTAL SCORE									
Sum of all scores									
/100		Assessor Signature _____				Date _____			
		Applicant Signature _____				Date _____			

criminal history clearance

Undergraduate students are required as a condition of being granted access to the QAS operational workplace, to provide QAS with a complete Criminal History Clearance (CHC). A Criminal History Clearance can be obtained through the local Queensland Police Station. A fee may be charged and the student will be required to provide appropriate identification for this to be conducted. The CHC will then be conducted and a Police Certificate issued to the applicant by mail. Please note: This process can take up to six (6) weeks.

Students who have resided outside of Australia for a period of 12 months or more (cumulative) in the past 10 years, will be required to provide a Criminal History Clearance from the appropriate country/authority that they resided in during that period. If you require information on the relevant authority for each country, it can be found at www.immi.gov.au.

The Criminal History Police Certificate must then be provided to the sponsor university along with a 'QAS Criminal History Declaration Form'. The University will then ensure that these documents are submitted to QAS for review and approval no less than eight (8) weeks prior to the commencement of the clinical placement.

Please note: The CHC report and Declaration must be submitted to the sponsor University who will be responsible for providing advice to QAS accordingly and/or provide the documents to QAS as required. QAS will not accept CHC reports or Declaration forms direct from the undergraduate student.

If the Queensland Police CHC certificate shows that there are 'disclosable court outcomes' or the information provided in the QAS declaration indicates past or pending criminal history (either criminal and quasi criminal matters) then the undergraduate student will be requested to provide supporting evidence to the QAS in relation to those matters. QAS will then make an informed decision in conjunction with the DCS Ethical Standards Unit (ESU) based on the evidence and information provided by the individual.

Matters deemed to be adversely affecting the suitability of an undergraduate student to attend a QAS operational workplace for clinical placement will be advised to the student and the sponsor University.

Criminal History Clearances will remain valid for a period of three (3) years or as otherwise determined by QAS. Those undergraduate students who are enrolled in a four (4) year Dual Degree, the Criminal History Clearance will remain current for the 4 years or as otherwise determined by QAS.

Undergraduate students must notify QAS immediately in writing of any change to their criminal record (either criminal and quasi criminal matters) during the period that would reasonably be expected to be advised to QAS, and which may affect the decision to allow the student to continue to access the QAS operational workplace for clinical placement purposes.

NB: Criminal History Clearances are only valid for purpose of unpaid clinical placement. If students enter into a paid employment arrangement with QAS, then the QAS will conduct further addition Criminal History Checks as a requirement of employment with the QAS.





Queensland Ambulance Service Undergraduate Student Clinical Placement Criminal History Declaration

SECTION 1 Student Details

UNIVERSITY	COHORT YEAR
Title <input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Other _____	
GIVEN NAMES	PREFERRED NAME (not nicknames)
SURNAME	DATE OF BIRTH
RESIDENTIAL ADDRESS	
POSTAL ADDRESS - Insert in above if same as Residential Address	
EMAIL	
PHONE HOME	WORK MOBILE
GENDER <input type="checkbox"/> MALE <input type="checkbox"/> FEMALE	

SECTION 2 Questionnaire

1. Have you been found guilty of any criminal or quasi criminal offence in any State or Territory of the Commonwealth of Australia, or elsewhere? ☐ Yes ☐ No

If 'yes' provide details of any such offence/s as follows: (attach separate pages if space is insufficient)

Date	Court (if applicable)	Offence	Penalty

2. Have you currently been charged with any criminal or quasi criminal offence/s or have matters pending before a court in any State or Territory of the Commonwealth or elsewhere? ☐ Yes ☐ No

If 'yes' provide details of any such offence/s as follows: (attach separate pages if space is insufficient)

Date	Court (if applicable)	Offence	Penalty

SECTION 3 Student Declaration

I (full name) _____ give my consent for the Queensland Ambulance Service (QAS) Commissioner or their delegate to seek or obtain further information as deemed necessary in respect to my Criminal History Check and to check on me further as considered necessary through the Queensland Police Service, and for the Queensland Police Service and the Australian Police Service to disclose criminal history information, including charges laid against me awaiting determination, to the QAS its employees and agents.

I understand the disclosure of information about my criminal history will be subject to Commonwealth, State or Territory legislation where it applies, or the policy of the Police service making disclosure or both.

I hereby certify that the statements made in this declaration are true and correct in every particular.

Dated this _____ day of _____ 20____

Student Signature _____

Witnessed by _____ Stamp and Reg No _____


clinical placement station locations


Below are a list of possible station locations that university undergraduate students could be placed at for their clinical placements with the Queensland Ambulance Service. Only station locations listed below are currently approved to facilitate undergraduate degree students for clinical placement. Students will be given the opportunity to preference against these locations, however QAS will be the authority on the final locations offered for placement.


Due to operational requirements and demands, not all these station locations listed below may be available each and every time. The QAS University Clinical Placement Coordinator will determine which stations are available for each up coming clinical placement block and advise the University of those locations approximately 8 week prior to the clinical placement commencing.

Once QAS provides the station locations to the sponsor University, the University will be responsible to allocate the students to those locations offered.


QAS holds the right to cancel and change clinical placement station locations at any time, based on operational requirements and demands.

Region	Brisbane Region			
Employment Locations	Northern Area	Central Area	South West Area	South East Area
	Bribie Island	Chemside	Centenary	Balmoral
	Caboolture	Eaton Hill	Durack	Birkdale
	Narangba	Mitchelton	Kennmore	Capalaba
	Deception Bay	Ashgrove	Mt Gravatt	Carina
	North Lakes	Northgate	Nathan	Cleveland
	Redcliffe	Roma Street	South Brisbane	Redland Bay
	Petrie	Spring Hill	Sunnybank Hills	Wynnum
	Sandgate			


Region	South Eastern Region		
Employment Locations	Gold Coast Area	Beerleigh Area	Ipswich Area
	Burleigh Heads	Beaudesert	Ipswich
	Coolangatta	Beerleigh	Redbank
	Coral Gardens	Jimboomba	Springfield
	Helenvale	Logan West	
	Mudgeeraba	Springwood	
	Nerang	Woodridge	
	Runaway Bay		
	Southport		

Region	North Coast Region		
Employment Locations	Sunshine Coast Area	Coooloolo Burnett Area	Wide Bay Burnett Area
	Cooroy	Gympie	Bundaberg
	Noosa		Burnett Coast
	Coolumb		Hervey Bay
	Nambour		Maryborough
	Maroochydoore		
	Kawana		
	Buderim		
	Caloundra		
	Beerwah		

Region	South Western Region		
Employment Locations	Eastern Area	Southern Area	Western Area
	Toowoomba	Warwick	Roma
	Fairview		
	Dalby		
	Gatton		

Region	Far Northern Region	
Employment Locations	Cairns and Coastal Area	Tablelands, Cape York and Torres Strait Area
	Cairns	Atherton
	Smithfield	Mareeba
	Edmonston	
	Innisfail	

Region	Central Region			
Employment Locations	Mackay Area	Capricornia Area	Port Curtis/Callide Area	Far Western Area
	Mackay	North Rockhampton	Gladstone	Emerald
	North Mackay	Rockhampton		
		Yeppoon		

Region	Northern Region	
Employment Locations	Coastal Area	Western Area
	Ayr	Mt Isa
	Charters Towers	
	Townsville	
	South Townsville	
	Keweenaw	

Campus map



Clinical Office Staff Contact Details:

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Clinical Coordinator Contact Details:

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CLINICAL OFFICE OPENING HOURS

Monday	8.30am – 1.00pm
Tuesday	10am-12 noon and 3-4pm
Wednesday	10am-12 noon and 3-4pm
Thursday	10am-12 noon and 3-4pm
Friday	8.30am – 1.00pm