FAQs - Preclinical Requirements

What are preclinical requirements mean?

Students who are enrolled in a study course that involves clinical placements must meet all the documentation requirements set by CDU. This ensures compliance with state/territory legislation and healthcare facility requirements. For more information on your state specific preclinical requirements, please visit: Preclinical Requirements for Placements

If I am an EN or a Paramedic, will there be any exceptions?

Preclinical requirements are mandatory to all students irrespective of their current profession or employment.

My placement is at the facility I already work for. Do I still need to organise these documents?

While on placement, you will be considered as a student of CDU. All students, regardless of where they are currently employed, must meet preclinical requirements.

How do I submit my preclinical documents?

Preclinical documents must be submitted as certified true copies:

- via email (in pdf format) to preclinical@cdu.edu.au
- by post to Preclinical Coordinator College of Nursing & Midwifery, Blue 5, Charles Darwin University Darwin, NT 0909

Please identify student number and the name of the course on the top right corner of each preclinical document.

Can I submit original documents to CDU?

No. Students must not send original documents to the University as most of the health facilities want to see them on the first day of placement. Students should keep all original documents in a safe place for future reference.

What is meant by "certified copies"?

A certified copy of a document is a copy that has been made and signed as a true copy of the original by an authorised person.

Who can certify my documents?

Students can get their documents certified by a Justice of the Peace, General Practitioner, Pharmacist, Registered Nurse, Police Officer, Lawyer.
or a Commissioner for Oaths. Local students can bring their documents to the Pre-Clinical Coordinator, Placement Office or Student Services for certification.

**When do I have to submit my pre-clinical documents?**

Students must submit their preclinical documents prior to the nomination period for each placement unit. Students will be notified of the cut-off dates to submit documents.

**What happens if I cannot meet all the pre-clinical requirements before the deadline?**

Students must contact the Pre-Clinical Coordinator and their Placement Officer as soon as they realise that the deadline will not be met.

**How often do I need to update my pre-clinical documents?**

Most of the preclinical documents have a validity period. Students must update their preclinical documents before expiry. Your state/territory specific preclinical checklist will indicate when each document expires.

**Can I check my preclinical status online?**

Yes, students can check their own preclinical status through: Check your Preclinical Status

**I am a WA student. If I have a National Police Check, why do I need to organise a Working with Children Check and a Criminal Record Screening Card?**

It is a WA Government legislative requirement that students who attend clinical placements must possess a valid national police certificate, working with children check AND criminal record screening card. These are 3 different clearances issued by WA police, WA WWC Screening Unit and WA Health respectively.

**As I am a student, am I eligible for a discounted fee for my documents e.g. National Police Check, Working with Children Card?**

Some States and Territories offer discounts for police certificates and working with children clearances with the specific clause that the certificate is used for volunteer purposes only.

Students must send their completed application form along with a self-addressed, reply paid envelope to the Preclinical Coordinator (to the following address) for signature, which will be sent back to the student for submission.

Preclinical Coordinator  
College of Nursing & Midwifery, Blue 5,  
Charles Darwin University  
Darwin, NT 0909

If applying online, students must download the Volunteer Organisation form from the relevant website, fill out student details and email to the Preclinical Coordinator at preclinical@cdu.edu.au.

**Can I submit receipts as evidence of police check and WWC check applications and first aid/CPR course enrolments?**

Yes. However, receipts will only be accepted temporarily for nominations and simulation blocks. Students must submit the clearances/ certificates prior to the placement.

**My First Aid certificate is current, why do I need to renew my CPR certificate?**

While a HLTAID003 Provide First Aid certificate is valid for three years, the CPR component of the certificate needs to be updated annually.

**I have my Advanced Life Support certificate, is that equivalent for First Aid?**

No. Basic Life Support (BLS) or Advanced Life Support (ALS) certificate is not adequate as it does not incorporate all competencies included in the First Aid certificate.
However, annual BLS/ALS assessments are accepted to cover annual CPR requirement.

**How can I organise my immunisation documents?**

_CDU Immunisation letter and checklist_ indicates all the immunisation and health screening requirements for placements.

Students need to take this immunisation letter and the checklist to their GP along with all the immunisation records/evidence they have and the GP will organise further immunisations/health screenings if required.

**Do I need to re-do all the immunisations every year?**

No, immunisations need to be completed once only. However, the TB screening requirement is state/territory specific. Please refer to [State/Territory Specific Preclinical Information](#).

**I am pregnant and cannot complete the immunisation requirements, will my placement be cancelled?**

Students need to complete a [Declined Vaccination Form](#) and submit to the Pre-Clinical Coordinator. This will be assessed by the Director Clinical Education and healthcare facilities will be advised of your immunisation status. They may withdraw or decline the placement offer if there is a risk that you, your unborn baby and patient safety may be compromised.

There is no guarantee CDU can arrange placements for a student who declined vaccinations.

**I have a serology report indicating immunity to HEP B; however, I don’t have evidence of past vaccination.**

If students cannot access to their previous vaccination history, they must provide serology results indicating immunity to HEP B (antibody level ≥ 10mIU/mL).

**I’m not seroconverting to the first round of HEP B vaccinations. If I’m a HEP B non-responder, can I still continue on placements?**

According to the Australian Immunisation Handbook, if you are not responding to the primary course of HEP B vaccination (first round of 3 doses), you should be offered further booster doses.

After receiving the first booster (4th dose), a full serology test needs to be done to check your surface antibody, surface antigen and core antibody for Hep B. This serology test must be done after 4 weeks from the 4th booster.
If you are not responding to the 1st booster, then you are recommended to receive the 2nd and 3rd boosters (5th and 6th doses of Hep B vaccine) 1 month apart. You need to be re-tested for anti-HBs level at least 4 weeks after the last dose.

If still your anti-HBs is less than 10mIU/mL (i.e. if you are not immune), a doctor’s certificate needs to be provided confirming your Hep B status along with the documented vaccination and serological evidence.

This will not affect your ability to undertake clinical placements. However, you are probably not protected against Hep B and should minimise potential exposure. Health facilities will be notified of the non-responders for precautionary measures.

I was given a MMR booster as the recent serology results indicated that I am not immune to Measles/Mumps/Rubella. Will that suffice the preclinical requirement?

No. Students must provide either evidence of two doses of MMR vaccine (at least one month apart) or serology results indicating immunity to MMR.

How can I get the TB screening done?

Students can do either Mantoux test (Tuberculin skin test) or Quantiferon Gold Assay (blood test) based on the screening facilities available in their states/territories. Please refer to your State/Territory Specific Preclinical Information for the state/territory specific TB screening requirements.

Why is the ‘Fitness to Practice Declaration’ required?

Charles Darwin University has a responsibility to the nursing and midwifery professions to ensure that all students who undertake clinical placements have the physical, emotional and psychological capacity to perform their role as a nursing or midwifery student in the clinical environment. For this purpose, students are required to be assessed by a general practitioner and complete an annual Fitness to Practice Declaration.

The Inherent Requirements for Nursing provides detailed information and examples of what is required to be able to perform safely and competently as a nurse.

When do I have to submit the Fitness to Practice Declaration?

It is an annual requirement and the university may request interim assessments where there is an indication that there is:

- Disability inhibiting a student’s ability to undertake clinical practice activities and assessments;
- Recent or chronic injury or injury rehabilitation;
- Stress, depression or anxiety or mental health related problems;
- Post-operative recovery;
- Inability to meet hygiene (especially hand washing) and manual handling requirements;
- Latex or other environmental allergies;
- Neurological disorder;
- Learning disorders e.g. dyslexia, dyspraxia, dyscalculia;
- Pregnancy complications.