Safe to Practise Policy

Responsible Officer: Pro Vice-Chancellor (Students and Education)

Approved by: Vice Chancellor

Approved and commenced: December 2010

Review by: December 2013

Relevant Legislation, Ordinance, Rule and/or Governance Level Principle:

- Disability Discrimination Act 1992 (Cth)
- Health Practitioner Regulation National Law Act 2009 (Cth)
- Right to Information Act 2009 (Tas)
- Workplace Health & Safety Act 1995 (Tas)
- GLP 2 - Risk Management
- GLP 6 - Occupational Health and Safety
- GLP 12 - Academic Standards

Responsible Section / Work Unit: Faculties, Schools, Centres and University Institutes

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1 Objective

The objectives of this policy are to:

- ensure that functions and activities relating to the inherent requirements of work integrated learning professional experience practise placement may be undertaken by students without risk to the health and safety of self and others; and
- ensure that students who undertake work integrated learning professional experience practise placement establish, declare and maintain their capacity to practise safely.

2 Scope

This policy applies to Faculty, School, Centre and University Institute staff delivering, and students enrolled in, degrees which:

- are accredited by professional bodies;
- include courses and/or units involving work integrated learning professional experience practise placement component/s; and
- contain safe to practise requirements established by the professional accreditation boards/bodies.

This policy does not apply to:

- work integrated learning placements where students are in paid employment and therefore subject to the employers' occupational health and safety regulations and workers compensation procedures; or
- workplace or community-based activities additional to degree, course or unit requirements.

3 Policy Provisions

3.1 University Responsibilities

The University must ensure that:

- functions and activities relating to the professional experience practise inherent requirements of courses and units, including safe to practise requirements, are communicated to:
  - prospective and enrolled students; and
  - practise placement providers;
- professional experience practise placement providers deliver functions and activities safely, in accordance with the Work Integrated Learning Policy and Work Integrated Learning Procedure;
- students establish capacity to practise safely prior to the commencement of professional experience practise;
• disclosure and transfer of students’ personal information occurs in accordance with the Privacy Policy; and
• legislated national registration and professional accreditation board/body safety regulations and mandatory reporting requirements are met.

3.2 Student Responsibility to Establish Capacity

The University requires:

• all students intending to undertake professional experience practise to establish and maintain their medical, physical and psychological capacity to safely undertake practise; and
• students, where required under legislation, to establish their capacity to safely undertake practise in relation to any recorded criminal history in accordance with the Police Check Policy (Students) and any national registration and professional accreditation body specifications.

3.3 Local Safe to Practise Procedures

Faculties, Schools, Centres and University Institutes delivering professional experience practise courses will maintain and make available Safe to Practise Procedures to enable students to:

• declare their capacity to practise safely in relation to course or unit-specific inherent functions and activities; and as required
• undertake a Safe to Practise Medical Check; and
• undertake a National Police Record Check and have their capacity for safe practise assessed in relation to any criminal history.

Faculties, Schools, Centres and University Institutes will include within their Safe to Practise Procedures provision to address cases where a student is refused professional experience practise or is withdrawn from professional experience practise placement.

3.4 Students with Disability

All students must be able to meet the inherent requirements of a course. As such, students with disability must also establish capacity to practise safely when undertaking professional experience practise.

3.5 Safe to Practise Eligibility

Students are approved to undertake professional experience practise once they establish capacity to practise safely and meet all other academic and preparatory requirements.

Students may be refused professional experience practise if they:

• refuse to make a self declaration or undertake a health practitioner check;
• are unable to establish medical, physical and psychological capacity to practise safely; or
are assessed as unable to practise safely due to recorded criminal history.

Students may be withdrawn from practise if they are unable to maintain safe practise or receive a criminal conviction.

4 University Safe to Practise Procedure

The University requires all Faculties, Schools, Centres and University Institutes delivering work integrated learning professional experience practise placement degrees to implement this Policy via the accompanying Safe to Practise Procedure.

5 Definitions and Acronyms

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<tr>
<th>Term</th>
<th>Definition</th>
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<tr>
<td>Impairment</td>
<td>Medical, physical, psychological or mental health condition or disorder that is likely to detrimentally affect the student's capacity to safely undertake professional experience practise.</td>
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<td>Inherent Requirements</td>
<td>The mandatory, not negotiable, components specific to an educational degree, course or unit to be undertaken by a person.</td>
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<td>Practise Placement Providers</td>
<td>Industries/employers and community organisations where professional experience practise occurs.</td>
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<td>Professional Experience Practise</td>
<td>Predetermined periods of professionally accredited degrees involving immersion learning placement in the professional workplace.</td>
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<td>Public Health and Safety</td>
<td>A decision may be taken adverse to a person where impairment makes it necessary in order to protect the health and/or safety of the person with impairment and/or others.</td>
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<td>Reasonable Adjustments</td>
<td>The alterations or modifications that are able to be provided so as to alleviate the impairment, after due consideration is given to inherent requirements and academic integrity.</td>
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<tr>
<td>Work Integrated Learning</td>
<td>Purposefully designed curriculum, incorporating a diverse range of approaches, which enable student learning through the integration of academic theory with the practise of work.</td>
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6 Supporting Documentation

- Work Integrated Learning Policy and Procedure
- Occupational Health and Safety Policy
- Infectious Disease Policy
- Police Check Policy (Students) and Procedure
- Disability Policy and Procedure
- Safety in Workshop Policy
7 Versioning

| Former Version(s) | Version 1 – *Safe to Practise Policy* (current document); approved December, 2010. |

- Field Activity Policy
- Privacy Policy