

Allied health student training: A guide for university staff

To assist with ensuring patient, student and staff safety, specific training must be completed by allied health students and staff. Education provider staff accessing Queensland Health facilities to support students on clinical placement are required to complete the training modules detailed below. These training modules support facilities to deliver healthcare in accordance with the National Safety and Quality Healthcare Service Standards, occupational health and safety and legislative and other authority requirements. It is essential that accurate records of this training are maintained by each Hospital and Health Service.

Responsible actions of education providers

Education providers in collaboration with Hospital and Health Services must ensure that staff members who access Queensland Health facilities undertake training requirements as per the Student Deed Website at <https://www.health.qld.gov.au/employment/clinical-placement/education-providers/organising> and undertake the appropriate training to support their safe and active engagement in clinical placements.

It is requested that education providers follow the steps detailed below:

- Ensure that staff complete all off-site training including the required annual refreshers **prior to accessing the Queensland Health facility.**
- Ensure that staff complete the orientation requirements outlined on the Queensland Health clinical placement website (<https://www.health.qld.gov.au/employment/clinical-placement>) **and retain a record.**
- Ensure that staff complete the training requirements outlined on the Office of the Chief Allied Health Officer student placements website (<https://www.health.qld.gov.au/ahwac/html/ahst>).
 - The ‘Evidence record of allied health student training – University staff’ must be completed and maintained. A copy of the completed, signed and dated evidence record should be provided to the Queensland Health facility when the staff member attends the facility to support their students on clinical placement.