Preparation for Clinical Practice Courses
‘Profile’ Checklist

Checklist of Things to Remember and **THINGS YOU MUST DO**

- **‘Clinical Education’ section of the School of Physical Therapy website**
  The ‘CLINICAL EDUCATION POLICIES AND PROCEDURES’ are accessed under student resources menu item and your electronic student handbook as well as in the clinical education section of the website.

  ♦ The MPT Clinical Education section of the School website has 3 videos which assist orientation of students and clinical instructors to the clinical courses in the MPT. You may want to view these.

  ♦ There is a special video on the Clinical Practice 2 course with the specific purpose of preparing Clinical Instructors for this course. It is also useful for students to view.

- Remember to access your PAWS Clinical Practice course sites on a regular basis for updated information and documents/files on clinical practice course policies and procedures.

- **Immunizations**
  a. You **MUST** have your immunization status up-to-date as per all the program admission requirements

  b. and required booster doses to update previous immunizations, and new immunizations which may be required while in program. Regular immunization boosters and serology testing must be maintained throughout your time in the program and keeping track of this is the responsibility of the student.

  c. You must have signed immunization consent forms.

  d. There must be documented proof of immunizations submitted on entry to the program, or on file at Student Health Centre, U of S.

  e. Your Hepatitis B immunization series must be finished by April 1, 2014. This includes all vaccination shots and serology proof (Hep B titre) of immune status

  f. Mantoux test for TB status will be done just before admission to the program and repeated as required for specific clinical facilities/health regions. Now required for the School of PT admission is a 2 step TB test.

  g. You will be required to participate in new program requirements for infectious diseases as necessary or as specific health regions and health facilities dictate in order for you to be on site in clinical practicums.

  h. You may be refused entry into clinical practice courses at any time in the program if your immunization status is not up to date. Many health facilities require that you provide a signed proof of your immunization status when you arrive for your clinical placement. The number of facilities requesting this is increasing. **THE STUDENT HEALTH CENTRE WILL PROVIDE YOU WITH AN OFFICIAL SIGNED COPY OF VERIFICATION OF YOUR IMMUNE STATUS.** You
should obtain this before starting the CP 2 clinical placement and keep an up-to–date copy to have for future clinical placements. This is for your safety as well as the safety of patients, families and staff with whom you will be in contact. The School of PT, in communication with the U of S Student Health Centre, will maintain a record indicating that documentation of immunizations have been submitted. **However, the School of PT will NOT provide hard copy documented proof, nor keep hard copy records of immunizations for each individual student. It is the student’s responsibility to maintain documentation of immunization status.**

i. **Respirator ‘FIT’ Testing.** We will be arranging the special fitting for respirator masks before you enter CP2. You must keep a copy of your respirator mask FIT test, and/or your specific mask size with you at all times while on clinical placements.

☐ **Criminal Record Check/Vulnerable Sector Check.** You will be required to have a police information report (criminal record/ vulnerable sector check) done in order to enter clinical placements in Saskatchewan facilities. This is a new mandated requirement for 2014. Many students MUST have this done to enter certain clinical facilities (who already require this) in CP 2 AND all health science students MUST have this done before entering clinical facilities by the Fall of 2014. You will be required to have this done once while in the MPT.

☐ **Workers Compensation.** You will be required to sign a consent for Workers Compensation coverage for all/each Saskatchewan Clinical Placements. This must be done and on file at the School in advance of the placement. It is kept in your confidential student file.

☐ **Absences in Clinical Courses.** Attendance for all clinical practicum time is considered mandatory and any absence, other than for illness or bereavement, requires special permission, which must be requested well in advance and will need to be made up according to policy. In addition any absence for illness or bereavement greater than 3 days in any placement must be made up. The amount of make-up time, and type of alternative clinical experience time, will be determined in consultation with the Academic Coordinator Clinical Education who will also consult with relevant clinical facilities. Please consult the on-line absence policy documents.

☐ You must carry adequate health insurance which is equivalent to the College of Graduate Studies Health and Dental plan coverage. You may be required to verify the extent of your personal health insurance coverage in order to be allowed into some health facilities. You should immediately check to insure that you have adequate personal health insurance coverage. This is especially important if you are travelling to a clinical placement at a distance from your usual residence. For out of province placements this is a mandatory requirement.

☐ **CPR Certification.** You must have an up-to-date annual re-certification in CPR according to the on-line School of Physical Therapy policy for level of CPR certification. It must be equivalent to the Heart and Stroke Foundation CPR Health Care Provider, AED (C).

☐ **Clinical Placement Requests.** As the program progresses you will be specifically orientated to the profile requirements for each of your Clinical Practice Courses. At intervals in the program, you will also be asked to submit clinical placement choices for potential placement geographic location by a required date. You will be oriented to the process for requesting out of province placements well in advance of the processing of these requests.
Security ID Badges. You are required to have identification clearly visible **at all times** when in clinical facilities. This is for security purposes and is a professional responsibility. Once you have received your official security ID badge, keep it where you can easily access it for the remainder of the program.

You are required to dress professionally for all clinical visits and clinical course experience. This means that the following are not allowed: jeans, sweat suits, yoga pants or other obvious physical activity/gym related apparel, clothing that is very casual in nature, clothing that is provocative in nature (too much skin in midrift, chest, buttock area for example), clothing with large logos and dramatic graphics. Use good judgment – you are going to a place of business and health delivery and represent the School and the profession. You must wear **shoes that have enclosed toes and heels** (no sandals, flip-flops, clogs, etc.). You must demonstrate good hygiene and clothing should be neat and clean. Please consult the on-line guidelines document for dress/appearance in clinical placement.

For students entering the program in August 2014:

- Will complete an on-line Workplace Hazardous Materials Information System (WHMIS) course module and successfully complete the on-line examination to be officially credentialed.
- Will complete and submit a signed confidentiality and privacy statement.
- Will review curricular content, and integrate into clinical practice courses, ‘safe moving practices’ and ‘violence prevention and response training’.

Students are responsible for maintaining familiarity with, and observing, all School of Physical Therapy clinical education policies and procedures.

(revised Fall 2014)