

POLICE CHECK VERIFICATION FORM

Please present this form to your course administrator along with an original copy of your National Police Certificate (Police Check) in order that it can be sighted by your course administrator. Police Checks for students undertaking clinical and community placements are to be completed prior to confirming their first placement in each subsequent year of study. The Police Check will remain valid for the current course year only.

I acknowledge and agree that under current Department of Human Services policy, a current Police Check is required before I can undertake a placement. This form is to certify that I have obtained a Police Check, which will enable me to attend placements in clinical and community based agencies as per degree curriculum requirements.

I give permission for my Police Check to be sighted by the course administrator and for the faculty to record that it has been sighted.

I understand that Monash University is required to inform placement organisations, prior to commencement of all student placements, that a Police Check has been undertaken, and is current. I consent to this occurring.

In the event that the Police Check discloses a court outcome, outstanding charge or matter under investigation, I understand that placement organisations will be provided with a certified copy of the Police Check, and a determination on the suitability of my placement will be made by the organisation.

I understand that it is my responsibility to notify my course administrator if the status of my police records changes during the course year.

Name: _____

Student ID: _____

Signature: _____ Date: _____

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To be completed by a staff member:

Police check sighted **Date Police Check issued:** _____

Staff signature: _____

Staff name: _____

Date sighted: _____

This form is to be retained by the Faculty of Medicine, Nursing & Health Sciences. The original Police Check is to be retained by the student. A copy of the National Police Certificate should only be made in the instance where a student's Police Check discloses a court outcome, outstanding charge or matter under investigation.

Privacy Collection Statement

The information on this form is collected for the primary purpose of enabling the Faculty of Medicine, Nursing & Health Sciences to record that you have a current Police Check. Other purposes of collection include: to communicate with you and where relevant to assess your suitability for placement. Information confirming that you have a current Police Check will be disclosed to organisations facilitating your student placement. If you choose not provide all the information requested on this form it may not be possible for Monash University to provide you with a student placement. You have a right to access personal information that Monash University holds about you, subject to any exceptions in relevant legislation. If you wish to seek access to your personal information or inquire about the handling of your personal information, please contact the University Privacy Officer at: privacyofficer@adm.monash.edu.au