Student Practice Education Core Orientation (SPECO) - Preparation Checklist ☑

All students/faculty/residents participating in practice education must complete this checklist and maintain currency of all applicable pre-requisites. Submit this form **with supporting documentation to your school** and retain a copy for your records. It is your responsibility to re-submit an updated checklist as required.

1

Legal last name:	Legal first name:	
Your **school** email:	Phone:	Date:
School:	Program:	
Health Authority Network ID (if known):		

2 All students/residents*

The following pre-requisites are administered and tracked by your school:	Renewal Period	Completed
Vaccinations: • COVID Vaccination (per PHO Order)	As required	☐
• Influenza Vaccination (Flu Shot or mask in patient care areas)	Annual	☐
• Immunizations (per Communicable Disease Prevention Guideline)	---	☐
Criminal Records Check	5 years (Or upon any subsequent charge or conviction)	☐
Fit Testing / Respiratory Protection	Annual (as required)	☐
CPR (as required by your program)	---	☐

3 Student Practice Education Core Orientation (SPECO)

Online modules on LearningHub Quick Reference Guide for account set-up	Course Code	Renewal Period	Date completed
Introduction to Student Practice - Introduction, Information Privacy, Safety at Work, MSIP	8558	---	
Violence Prevention (Modules 1 – 8)	7317, 7318, 7321, 7323, 7324, 7327, 7328, 7329	---	
Violence Prevention Classroom Training - May be required for high risk areas. Check schools/health authority websites.		Annual	
Provincial Code Red – Fire Safety Training (Acute & LTC Facilities)	10853	Annual	
Infection Prevention and Control Practices – complete one of the options - for Direct/Clinical Care Providers** - for Health Care Personnel Not Involved in Direct Clinical Care	24610	2 years	
Waste Management Basics	9114	---	
WHMIS Provincial Course	6941	3 years	
Code Silver – Active Attacker	29687	---	
Hazardous Drugs Safety for Students (complete modules based on discipline)	31208	---	

As per the Practice Education Guideline: Orientation, **educational institutions maintain records of completion for the pre-requisites** identified above.

*Exceptions:

Health organization employees participating in practice education at any health organization (including their own) are required to provide completion record of above courses or equivalent to school.

Off site students completing their practicum experience at non-health organization site (e.g. at school campus or remotely), are required to have 1) COVID vaccination per BC Public Health Order, 2) current Criminal Records Check and 3) meet Confidentiality requirements (see list below).

****Direct care** is anyone who comes within 2 metres of patients, regardless of role.
(per Health Care Worker All Hazard Personal Protection Training Framework, BC Ministry of Health, April 2016)

4 **Health organization specific pre-requisites** - all students/residents - each Health Authority or organization may require additional pre-requisites, including e-learning for clinical systems access. You **must** complete Confidentiality requirements at each Health Authority you attend.

Websites	Confidentiality links
First Nations Health Authority	
Fraser Health Authority	FHA Privacy & Confidentiality training
Interior Health Authority	Confidentiality Undertaking for Student Placement
Island Health	Island Health Student Practice Curriculum
Northern Health Authority	NHA Acknowledgement form
Providence Health Care	PHC Privacy & Confidentiality Undertaking
Provincial Health Services Authority	PHSA Privacy & Confidentiality training
Vancouver Coastal Health	VCH Confidentiality

I agree that by completing the Checklist and signing this form I have met the mandatory pre-requisites and confidentiality commitments in preparation for my practice education placement. In addition, I am aware that each health organization and placement site/location will have specific policies and additional information that I must review and understand prior to commencing practice education activities.

5 Any requirements not met or completed may result in the cancellation or suspension of your practicum. Ensure records are maintained and accurate. (PEG: Orientation - Students)

Signature _____ Date _____