

CLINICAL PRE-PLACEMENT HEALTH FORM REQUIREMENTS FAQ

For students registered in the following programs below:

- Community Services
- Dental
- Nursing

1. HOW WILL I FIND OUT IF MY COURSE/PROGRAM REQUIRES ME TO COMPLETE A CLINICAL PRE-PLACEMENT HEALTH FORM?

- It is noted in the certificate description in the Continuing Education calendar in print or on-line at www.coned.georgebrown.ca

2. HOW DO I GET STARTED?

- To get started, you must download your specific course health form and read the instructions carefully at <http://coned.georgebrown.ca/healthform>.

3. WHY DO I NEED A HEALTH FORM?

- You are required to complete a clinical pre-placement health form for the following reasons:
- To meet the requirement for clinical/field placement with vulnerable persons
 - To meet the OHA/OMA requirements
 - To meet a program requirement
 - To ensure your safety and the safety of the patients and clients

4. AS A STUDENT, WHAT ARE MY RESPONSIBILITIES?

- Download and carefully read your specific program's clinical pre-placement health form which is available at <http://coned.georgebrown.ca/healthform>
- Complete the Important Steps to Follow shown in your health form in **exactly** the order listed.
- Ensure that you are registered in your program and that you have paid the tuition fee for the clinical/field placement in full.
- Make an appointment with your doctor/health care provider to complete the medical requirements of your health form.
- If applicable, you must complete a vulnerable sector police record check.
- If applicable, you must ensure that you have valid certification in CPR (Level HCP or C) and, if applicable, standard first aid.
- Make an appointment with the ParaMed occupational health/registered nurse to submit your health form and supporting documents.
- Make a photocopy of your completed health form documents
- You must give ParaMed 24 hours' notice, if you need to cancel your appointment.
- You must pay all the costs involved in completing the requirements of your health form.

5. WHAT ARE THE MEDICAL AND ADDITIONAL REQUIREMENTS ON THE HEALTH FORM?

Depending on your specific program's health requirements, you may be asked for proof of medical immunizations, laboratory (blood test) results and other requirements. Please carefully review your specific course health form for more information about the following:

- measles/mumps/rubella (MMR)
- varicella (chicken pox)
- tuberculosis/chest x-ray (*annual*)
- tetanus/diphtheria/pertussis (*every 10 years*)
- polio
- Seasonal flu shot (*every Oct. or Nov.*)
- hepatitis B
- vulnerable sector police record check (*annual*)
- standard first aid (*every 3 years*)
- CPR level C or HCP (*annual*)
- mask fit testing (*every 2 years*)

6. HOW LONG WILL IT TAKE TO COMPLETE ALL THE HEALTH FORM REQUIREMENTS?

- If laboratory (blood test) results and police record check are required, it could take **6 to 8 weeks**.

7. WHEN DOES THE HEALTH FORM NEED TO BE COMPLETED?

- Please consult your program Coordinator for the specific deadline that will allow for processing prior to placement.
- You should start completing your specific program's clinical pre-placement health form immediately since it may take you **6 to 8 weeks** to complete.

8. WHAT IF I DIDN'T SUBMIT MY HEALTH FORM TO PARAMED BY THE DEADLINE?

- Failure to complete and submit your health form by deadline, your Academic Coordinator will exclude you from your clinical/field placement.

9. IF REQUIRED, HOW CAN I OBTAIN A VULNERABLE SECTOR POLICE RECORD CHECK?

- For more information, read your health form or visit <http://coned.georgebrown.ca/healthform>

10. IF REQUIRED, WHERE DO I REGISTER FOR STANDARD FIRST AID/ CPR LEVEL C/CPR LEVEL-HCP CERTIFICATE?

- You may take the above course(s) to any WSIB approved trainers available in your area. Visit their website at www.wsib.ca/wsib/wsibsite.nsf/Public/FATrainers.

11. WHERE CAN I HAVE MY MASK FIT TESTING DONE?

- Mask fit testing can be done at ParaMed during your scheduled appointment.
- Please do not eat, drink or chew gum at least 20 minutes before your test. You must also be clean-shaven.

12. WHO PAYS FOR THE HEALTH FORM COSTS?

- The costs of completing the requirements are the student responsibility.

13. HOW MUCH WILL THIS COST ME?

- Costs will be dependant upon your needs. Doctor's notes, x-rays, laboratory (blood test) results and immunizations may or may not be free of charge depending on your doctor's office.

14. DOES MY COURSE COVER ANY OF THIS?

- No. However, the mask fit testing costs may already be incorporated into your material fees.
- Check with your program co-ordinator.

15. HOW DO I BOOK AN APPOINTMENT ONLINE WITH PARAMED?

- You must create an account and book an appointment on the ParaMed's website at www.georgebrownhealth.ca
- You will need to submit your completed clinical pre-placement health form and supporting documents at your scheduled appointment.

16. WHY DO I NEED TO SEE THE PARAMED OCCUPATIONAL HEALTH/REGISTERED NURSE?

- ParaMed is the College's OHN/RN provider that reviews your confidential medical information
- They will posts a notification of your clearance status, so your program co-ordinator can arrange your clinical placement.

17. WHAT IF I'M HAVING PROBLEMS BOOKING ONLINE?

- Please contact Suzette Martinuzzi at (416) 415-5000 ext. 3415 or smartinu@georgebrown.ca

18. WHERE IS PARAMED LOCATED?

- ParaMed is located at 480 University Avenue, Suite 704 (corner of University and Dundas near St. Patrick subway station). **No walk-in visits allowed.**

19. HOW DO I CANCEL MY APPOINTMENT WITH PARAMED ONLINE?

- Log on to ParaMed website and cancel your appointment (**with 24 hours' notice**) at www.georgebrownhealth.ca

20. WILL I PAY A FINE, IF I DIDN'T CANCEL WITHIN 24 HOURS TO PARAMED?

- Yes, failure to provide 24 hours notice you will be charge a **fine** on your student account
- The College will send you an invoice to pay the **fine** (fee rates vary annually).

21. CAN I FAX MY HEALTH FORM AND OTHER DOCUMENTS TO PARAMED?

- No, faxed copies are no longer accepted.

22. WHAT HAPPENS AFTER MY APPOINTMENT WITH PARAMED?

- ParaMed will stamp your health form CLEAR if you met all the requirements.
- They will enter all your confidential health form information on their website at www.georgebrownhealth.ca
- They will stamp and sign your health form. Keep this form and all associated documents.

23. WHERE CAN I VIEW THE FINAL STATUS OF MY HEALTH FORM?

- Allow 48 hours for ParaMed to update your health form account online
- Log on to the ParaMed web site at www.georgebrownhealth.ca using your Student ID number and password.

23. WHO DO I CONTACT FOR MORE INFORMATION?

Suzette Martinuzzi
Pre-placement Health Services Coordinator
(416) 415-5000 x 3415
smartinu@georgebrown.ca

The Clinical Pre-placement Office is located at 200 King St. East, First Aid Office, Room 116, St. James Campus. By appointment only

Hours of operation: 8 am-3:30 pm