

**** ATTENTION HEALTH AND HUMAN SERVICE STUDENTS****
Pre-placement Requirement Information

Q. What are the pre-placement requirements for students in Health & Human Services?

A. The pre-placement requirements include criminal record/position of trust and child abuse registry checks, immunization records, and current CPR and First Aid certificates.

Q. Why do I need to complete these?

A. The Nova Scotia Community College has a responsibility to provide proof of adequate screening of students before asking agencies/facilities to provide placements. The very nature of our programs indicates that placements occur with vulnerable populations and therefore this is a duty of care obligation for the College.

Q. When do I need to complete these requirements?

A. You should **begin** the process of completing these requirements prior to starting your program. We would recommend that you complete these requirements within one – two months prior to beginning your program as they need to be current. All requirements should be completed by the **first week of classes** so they can be handed in on collection day, which will be announced at each campus. Further details of the collection day will be provided at the campus when you begin classes. This will be the day that you **complete** the process by bringing in your documents. If you are moving to a new area to attend school please bring your documentation with you.

Q. What if I do not participate in a clinical or practicum placement during my first year of study?

A. Even programs that do not have formal placements during Year 1 do have components of service learning which involve connecting with community agencies and groups through volunteer activities etc. As well, some programs use campus shops/facilities to offer services to the public. Completing these requirements constitutes a piece of professional growth and responsibility.

Completed documents needed for collection day:

1. CPR and First Aid certificates
2. Completed Immunization Form plus 1 photocopy of the form
3. Criminal Record/Position of Trust check

If you have any further questions please contact the Centre for Student Success office at your local campus.