



InPlace – Student Clinical Placement System

School of Nursing and Midwifery | 2018

InPlace Student Placement System

The School of Nursing & Midwifery utilises a software system called InPlace to manage all clinical placements. InPlace gives you instant access to your allocated placements anywhere, anytime on any device.

You can also view:

- *Placement verification information, which is updated weekly from ClinConnect (the NSW Health System)*
- *Your expiry dates related to your National Police Check so you can update when required*
- *Placement facility details including, what to do before you go, where to meet on day 1 and more*
- *Your course placement requirements*

Please login to InPlace at: inplace.westernsydney.edu.au as soon as possible to familiarise yourself with this software.

The following information sheet provides details on how you can:

1. View your **ClinConnect Verification Status**
2. View **Orientation** and **Placement Information** for an up and coming placement
3. View Documents for a placement (**Shared Documents**)
4. View InPlace on a mobile device

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1. How to view your ClinConnect Verification Status:

- a. Login to InPlace, then click on your **name** in the top right corner, then click **My Details**.



- b. Review the details provided for your ClinConnect Record in the section **Student Verification Information (MySR/Callista and ClinConnect)**.

Student Verification Information (MySR/Callista and Clinconnect)

ClinConnect Record (Updated by attending a bulk compliance appointment or submitting relevant documents - Health Disciplines Only)

ClinConnect Verified * Verified	+
Immunisation * Compliant	+
Temp Hep B/TB/Contraindication Expiry	+
Overseas Police Check N/A	+
National Criminal Check Completed (Health) * Yes	+
National Criminal Check Expiry (Health) * 13/06/2020	+

Review the information below to confirm your verification status. **Note:** this information is updated weekly from the NSW Health System

If you have a **Temp Hep B /TB/Contraindication Expiry** this means you are not yet fully compliant for immunisation but can go on placement. You have until the date listed to provide outstanding documents.

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2. How to view Orientation and Placement Information for an up and coming placement:

a. Click on your 'next attending' placement or click the **Confirmed** tab



b. Scroll to the Agency Profiling Details (**Relevant information for School of Nursing and Midwifery**)

Additional Agency details

Agency Profiling Details (Relevant information for School of Nursing and Midwifery)

General Agency Details

Not accessible by public transport No	Step 1 Scroll to the Agency Profiling Details (Relevant information for School of Nursing and Midwifery) and review all details
Parking Available at location No	

Placement Orientation Details

Placement Orientation Instructions AM Shift : 07:30 AM (Day1) & 06:45 AM (Subsequent Days). This is a private facility. NSW Health Mandatory Modules are NOT required. Take all ORIGINAL documentation Day 1 including: Up to date Adult Vaccination Card + serology documents, Current National Police Certificate; Current Working with Children Certificate; Current First Aid Certificate. Refer to Shared Document for further placement instructions. (Use filters to select this facility)	Step 2 If the instructions request for you to refer to Shared Documents , you must do so in order to meet the requirements for the placement
Day 1 Meeting Place Main Administration In The Old Victorian Building.	
Uniform Requirement Full Uniform with ID	

Note: Please ensure you only refer to orientation instructions for the School of Nursing and Midwifery, not for any other schools.

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3. How to view documents for a placement (Shared Documents):

The screenshot shows the 'Shared Documents' page in the InPlace system. The navigation bar at the top includes 'Home', 'Confirmed', 'Available', 'Requirements', 'Calendar', and 'Shared Documents' (which is circled in yellow). Below the navigation bar, there is a 'FILTER' button (circled in yellow) and a document entry for 'Carrington Centennial Care - Location Map Sep-2018'. The document entry includes the filename 'Carrington Centennial Care - Location Map Sep-2018.pdf' and the uploader 'Carrington Centennial Care Limited (Grasmere)'. Below the document name, it says 'Not Viewed' and a 'Download' button (circled in yellow).

Step 1
Click on **Shared Documents**

Step 2
Click on **Filter** (if required) and filter for the relevant facility

Step 3
Download the document(s)

4. How to view InPlace on a mobile device

On a mobile device your home page looks a bit different – but all the same information is available and it's just as easy to access.

The screenshot shows the mobile app interface for 'University'. At the top, there is a 'Menu icon (to access the toolbar items)' and two tabs: 'Confirmed' and 'Available' (the 'Available' tab is selected). Below the tabs, there is a 'Confirmed' section with a thumbs-up icon, 'NEXT ATTENDING: Western Hospital' (06 Feb - 17 Feb), and a 'View All Confirmed' button. At the bottom, there is a 'To Do' tab with a red notification badge (6) and a 'Notifications (3)' tab. The 'To Do' list includes: 'Information required for Placement prerequisites - Placement Compliance', 'Information required for Compliance for clinical placement - Security Checks and Placement Requirements', 'Information required for Compliance Requirements - Safe to Practice' (with a 'Read more' link), and 'Student survey - EG is awaiting your response.'.

Menu icon (to access the toolbar items)

Confirmed tab

Available tab

To Do tab

Notifications tab

For more details on using InPlace, visit:

https://www.westernsydney.edu.au/currentstudents/current_students/using_uws_online_systems/inplace/inplace_students where you can access a Student User Guide.