NOVEMBER 2018

Placements Hub Update

Welcome to our monthly update where we share with you what we're working on, who we're working with and where we're heading.

Agreements

- A successful workshop was held 7th November, entitled *Navigating Student Placement Agreements at Western*. The workshop was run by Fiona Lukic from Office of General Counsel (OGC), and covered the legal aspects of SPAs. 20 participants from across the schools were in attendance. For more information about the legal aspects of contracts, the OGC has developed a *Contract Development and*

Compliance

- We welcomed Danielle Murua to the Placement Hub in the role of Compliance Administration Officer.
- Workshops and interviews held this month covering the following topics and actions:
    - Local Health District compliance process mapping and validation with the Project Management Office

Management Compliance Manual, download-able from the OGC website. Some of the questions about our relationships with placements and work experience providers raised at the workshop included:

- Why do we really need an agreement?
- How much risk are we talking about?
- Duty of care and due diligence
- How do we support and encourage partnerships and engagement with industry and future employers?
- Are students who volunteer covered, and by what?
- What happens when students work where whey they are undertaking their placement hours?
- What doesn't the insurance letter cover?

- The Hub has developed a flyer outlining the benefits that student placements bring to businesses, and also explaining why we have a student placement agreement. This flyer is intended to be sent out to placement organisations when it is time to establish or renew the SPA. If you would like a copy of the flyer please email placementshub@westernsydney.edu.au
- Understanding the 'customer' journey in compliance (training provided by the Knowledge Lab and United Outcomes) by identifying the student experience, their interactions and 'moments of truth'/key touch-points in this journey
- Interviews with students held on 29 November about their student compliance journey (the good, the bad and what we can improve on!).

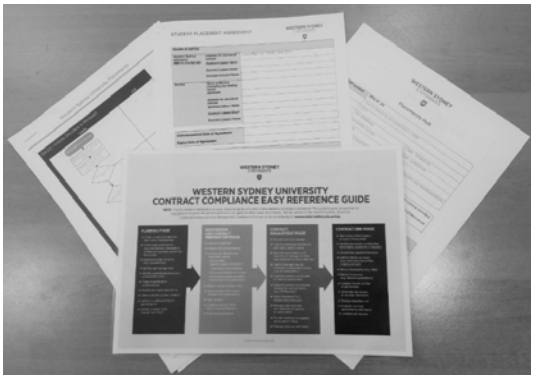
- The Education Provider ClinConnect Coordinators meeting was held this month, with the Hub circulating information provided by HETI to relevant Schools.
- Successful negotiations with Western Sydney Local Health District regarding Public Health online student compliance and placement processes has resulted in the development of a 3-tier identification process to determine whether or not a student requires compliance and/or a ClinConnect allocation for their placement.

DID YOU KNOW?
The NSW Health ClinConnect system interacts with 81 education providers, 21 Local Health Districts and covers 46 disciplines.

InPlace

- Participation in the InPlace Bi-monthly teleconference with a range of universities across the country to discuss InPlace experience and connect with Quantum (vendor)

- For those who send out student placement insurance letters to placement providers, please be aware that the 2019 insurance certificates of currency are now available from the Finance Office.



Engagement

- School Managers and Placements Hub met in early November to brief Schools on where the Hub had progressed within the last six months, and to share issues and feedback on services provided thus far.
- The Hub led a collaborative meeting with The College, Sydney City Campus and the School of Science and Health, working together to build relationships to better the student experience, identify compliance requirements, collectively seek placements and develop agreements with agencies.
- Meeting a staff delegation from Deakin University (Victoria) to share insights and experiences with InPlace and student health compliance, and the development of the Hub.
- The Placements Hub met with University of Sydney staff to discuss and share compliance processes, placement management and responding to NSW Health policy and
- Identification of key milestones to be delivered or reported on before the end of the year, including progress on the ClinConnect SRS feed into InPlace, testing various queries and reporting templates, an update on the feasibility of an integrated clinical assessment tool within InPlace, and reviewing the Opportunities functionality.

Policy and Governance

- Standardised text regarding student health compliance requirements has been inserted into identified unit outlines and learning guides to inform students of their obligations to be assessed and become compliant before attending a placement or experience in a NSW health facility.
- The draft Student Placement Policy was circulated to Deans, CEOs, Institute Directors and Deputy Deans to obtain preliminary feedback as part of the initial consultation phase. Broader discussion and distribution of the policy will occur at a later date.

What's next?

- Draft Service Level Agreement (SLA) is in development.
- Web-based resources regarding agreements and compliance in development.

developing and implementing relevant university policies.

- Meeting with Employability and Graduate Success to map out complementary processes regarding placements agreements and work experience, and industry engagement for engineering students.

The Placements Hub sits under the PVC Learning Transformations Office. We are located at Building 6, Campbelltown Campus.

Marlene Henry – Associate Director
Kim Matthews – Contracts Officer
Candice Toth – Compliance Officer
Danielle Murua - Compliance Administration Officer
Huy Tran – Placement Administration Officer

https://www.westernsydney.edu.au/placements_hub

You can contact us on placementshub@westernsydney.edu.au and compliancehub@westernsydney.edu.au

Please keep in touch if you have any questions, ideas or want to make a connection

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