Virtual Health Verification – CCLHD

As a **One off** measure due to the COVID-19 we will be conducting the NSW Health Verification in a virtual space.

To complete the verification process you are required to email your documentation to Central Coast Local Health District (CCLHD) at [**Julie-Anne.Olaisen@newcastle.edu.au**](mailto:Julie-Anne.Olaisen@newcastle.edu.au) **.**

Documentation must be sent collectively as an 1 attachment, **pdf** preferred, using **your**

**Newcastle University email address**.

You need to scan the following in order:

1. Your Student ID
2. Criminal record checks, the front and back of the document must be scanned and emailed, if it is from a private company we need to validate, please ensure that we have it in its entirety or else we will not be able to process it.

If you have a criminal history or pending charge, please do not submit your criminal record check, instead please complete ‘application for authority to undertake clinical placements in NSW Health facilities <https://www.heti.nsw.gov.au/__data/assets/pdf_file/0020/473303/Student-application-for-risk-assessment-January-2019.pdf>

1. If you are an overseas student please provide :

Police check from your home country, or any country you have resided in for over 6 months after the age of 18 years,

OR

Complete a Statutory Declaration <https://www.health.nsw.gov.au/careers/student_clearance/Documents/appendix-5-statutory-declaration.pdf>

1. Code of conduct
2. Blood Borne Virus declaration ( Oral health students only)
3. Attachment 6 – Undertaking / Declaration form
4. Attachment 7- Tuberculosis Assessment tool.
5. Vaccination Record Card for Health Care Workers and Students if you are able to get completed, if not please included copies of the following :
   * Childhood records (eg Blue Book), Travel Immunisation records, immunisation summary sheets from GP’s etc.
   * Australian Immunisation Register (AIR): <https://www.humanservices.gov.au/customer/services/medicare/australian-immunisation-register?utm_id=9>

Please include your phone number as we may need to contact you, please note that phone calls from NSW Health will be seen on your mobile as a private / blocked number.