

## NSW Health Student Placement Agreement

**Summary** This Information Bulletin provides information on the revised Student Placement Agreement (SPA) which is now available for Public Health Organisations to use when engaging in and managing Student Placements with relevant educational Institutions.

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**Functional group** Clinical/Patient Services - Governance and Service Delivery  
Corporate Administration - Governance, Records  
Personnel/Workforce - Learning and Development

**Applies to** Local Health Districts, Board Governed Statutory Health Corporations, Chief Executive Governed Statutory Health Corporations, Specialty Network Governed Statutory Health Corporations, Affiliated Health Organisations, NSW Health Pathology, Public Health System Support Division, Community Health Centres, Dental Schools and Clinics, Public Hospitals

**Distributed to** Public Health System, Tertiary Education Institutes

**Audience** All Staff of NSW Health

## NSW HEALTH STUDENT PLACEMENT AGREEMENT

### PURPOSE

The revised [NSW Health Student Placement Agreement](#) (SPA) template sets out the legal and policy framework for Public Health Organisations (e.g. Local Health Districts / Speciality Health Networks, Health Administration Corporations) and Institutions (e.g. University, Registered Training Organisation) management of all student placements.

Student Placements enable NSW Health to support a future work-ready workforce.

### KEY INFORMATION

An executed (signed) NSW Health Student Placement Agreement is required for all Student Placements.

Public Health Organisations that agree to Student Placements are to have a Student Placement Agreement with each Institution that sends Students to their Facilities.

Student Placement Agreements must be established before any placement commence, have a duration of up to five years and detail the included facilities, campuses, disciplines and qualifications.

The Student Placement Agreement provides a consistent over-arching frame for all NSW Public Health Organisations to offer student placements. The scheduled five-year review of the Student Placement Agreement resulted in terminology and content revisions, including:

- Transition in language from 'Clinical Placements' to 'Student Placements' to recognise the broadening of scope to include students in non-health disciplines who also undertake placements at the discretion of the Public Health Organisation.
- Expansion of the SPA template for use by Health Administration Corporation entities (e.g. eHealth and NSW Health Pathology) for system wide consistency.
- Updates to terminology and increased use of plain English language to reflect government-wide consistency
- Removed effect of termination clause and amended the termination for convenience clause, to require 6 months notice, instead of 3 months notice which allows current student placement/s to continue until the termination becomes effective. However, no new placements can be entered into during the notice period.

Local Student Placement Agreements are to be in accordance with the NSW Health [Student Placement Agreement](#) template, accessible on the Health Education and Training Institute (HETI) webpage.

All Student Placements in NSW Health will continue to be organised through the ClinConnect system.