

Preparing for Students at PHSA: Tasks & Resources for staff, schools, and students

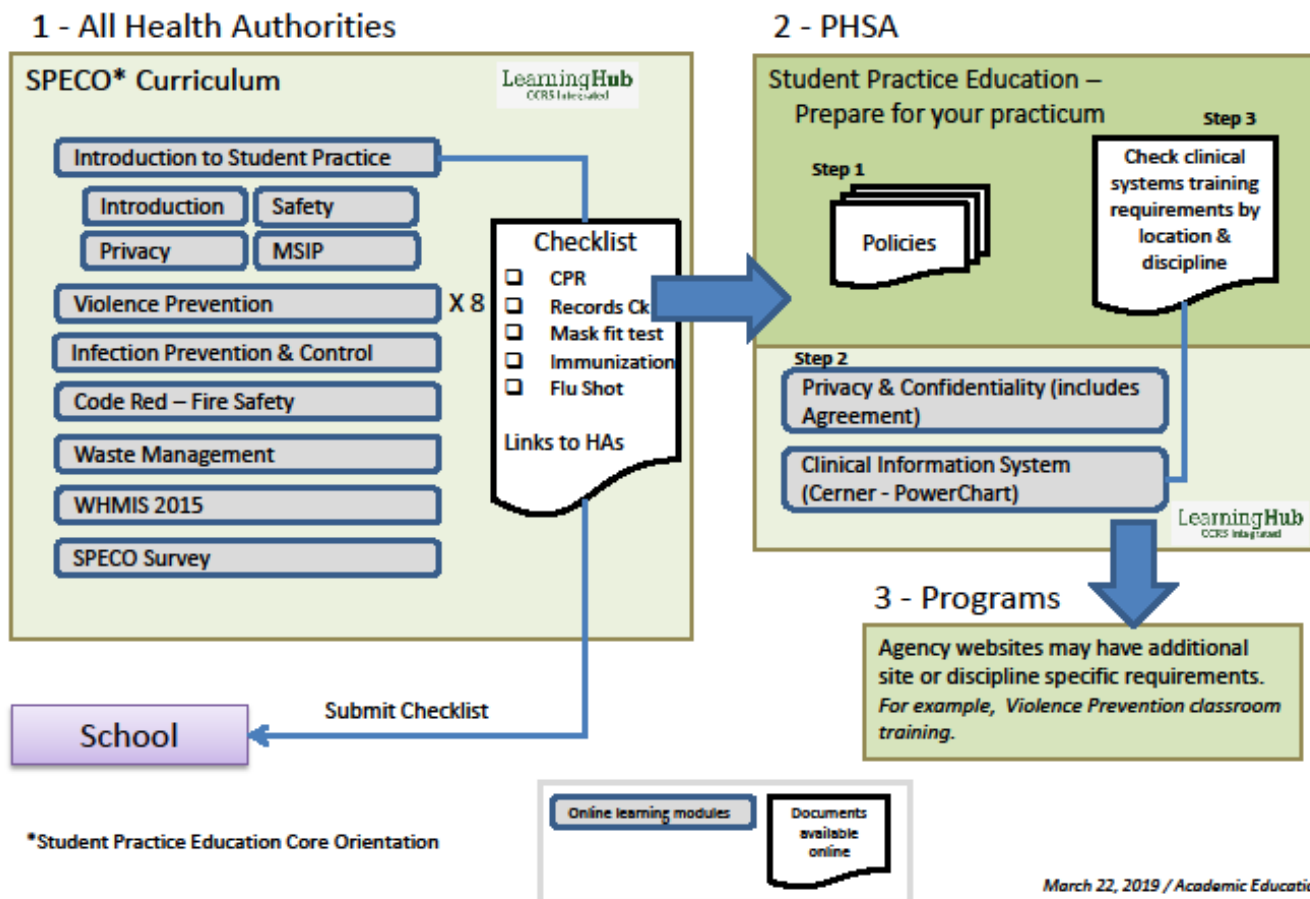
Welcome to PHSA! Here are the shared tasks to prepare for a student placement at PHSA. The following links/resources can also be found on [PHSA.ca/PracticeEducation](https://phsa.ca/PracticeEducation)

PHSA	School	Student	Requirements	Resources
Three months prior to placement start				
✓	✓		Ensure a current Education Affiliation Agreement between health authority and school	Education Affiliation Agreement
✓	✓		Review the Practice Education Guidelines	Practice Education Guidelines
✓	✓		Confirm placement in HSPnet; a system used to coordinate student placements and enable the secure transfer of student data to the health authorities. For out of province requests, the school will be sent a Guest Access invite from a PHSA user.	HSPnet
✓	✓	✓	Out of province students sign waiver – only when school does not provide medical/accident insurance. (Host department to collect and keep)	PHSA Waiver
	✓	✓	Completion of prerequisites, records maintained by school: - Criminal Records Check - Immunizations Records - Mask Fit testing	Specific guidelines: <ul style="list-style-type: none"> • Criminal Records Check • Prevention, Screening and Monitoring of Communicable Diseases • Respiratory Protection
One month prior to placement start				
	✓	✓	Completion of SPECO – online orientation completed by student and completion record (checklist) sent to school	SPECO – Student Practice Education Core Orientation
✓		✓	Completion of PHSA Confidentiality – online – records maintained electronically	Privacy and Security 101
✓		✓	Students may require access to clinical information systems and training may be required	Prepare for your Practicum
✓		✓	Students will be auto-provisioned health authority network & email account (via HSPnet data)	
✓		✓	Students placed in BC Mental Health & Substance Use Services sites are required to attend classroom Violence Prevention training – to be coordinated by BCMHSUS staff. Correctional Health sites require additional security clearances.	
✓			Staff to submit IMITS eforms for any additional access needs, including building access	

The following diagram is provided to show a student's pathway for orientation to their practicum site.

Student online orientation pathway for practice education at PHSA

www.PHSA.ca/PracticeEducation



Any questions or concerns can be directed to studenteducation@phsa.ca
Or see [Student Practice Education](#) site