

Medical Radiation Science

Student Orientation Guide

Students undertaking Work Integrated Learning (WIL) activities are to be provided with an appropriate orientation and induction to the host organisation prior to or at the start of the WIL activity. Host organisations are required to provide the student with an orientation either in person or online (including occupational health and safety, and relevant policies and procedures) and be completed prior to students engaging in the WIL activities.

Appropriate orientation will provide necessary support while ensuring well-being and safety of students, clinical mentors, and patients. The orientation and induction checklist will, in most instances be provided by the placement organisation and include (but not be limited to):

- Orientation to Site
 - Tour of worksite (e.g. tour of site, common work and rest areas, speciality areas)
 - Introduction to key staff members (e.g. site leadership)
 - Site specific policies and procedures (e.g. deteriorating patient/medical assistance, security, transport/parking)
- Orientation to Organisation
 - The structure, function, and code of conduct of the organisation
 - Any specific organisational and/or professional requirements
 - Mandatory training requirements (specific to the host organisation)
 - IT systems
 - Safety and emergency procedures (e.g. those relating to occupational aggression and violence, workplace injury, harassment and bullying)
 - Quality control
 - Scope of practice
 - Student support
 - Privacy and confidentiality
- Health and Safety
 - Workplace health and safety (e.g. Fire and Emergency/Evacuation procedures, Code Responses, First Aid, Hazard & Incident reporting)
 - Safety issues specific to the WIL being undertaken (e.g. ergonomics, manual handling, infection control, site specific PPE, waste management)
 - Safety issues with a significant risk (e.g. policy/procedure for violent or aggressive behaviour, infection control follow – up, chemical spill procedures)
 - Radiation Safety (e.g. site-specific policies, procedures, equipment, workflows)

Following the orientation students will be able to confirm that they have received and understood the information provided during their orientation. They will be aware of the site layout, organisational policies, and health and safety procedures relevant to their role and that they can ask questions or seek further guidance from their supervisor, or the designated orientation contact at any time.