

## Student clinical placement fee guidelines

Clinical practice is a mandatory requirement of undergraduate and postgraduate courses leading to professional registration and it is expected that on entering the program students arrange personal commitments (e.g. childcare and paid employment) to enable them to attend full-time clinical placement.

From the commencement of the 2021 academic year ECU's School of Nursing and Midwifery may charge a non-attendance fee to students who fail to attend their allocated clinical placement without valid reason or notice.

### CANCELLATION FEE FOR NON-ATTENDANCE AT AN ALLOCATED CLINICAL PLACEMENT

Where a student fails to attend an allocated clinical placement without valid reason or notice, ECU may charge the student a non-attendance fee.

#### **EXAMPLES OF CIRCUMSTANCES IN WHICH THE UNIVERSITY MAY CHARGE A NON-ATTENDANCE FEE FOR NON-ATTENDANCE OF AN ALLOCATED CLINICAL PLACEMENT:**

- Refusal to attend an allocated clinical placement
- Failure to attend the first day of an allocated clinical placement (orientation)
- Refusal of access to the placement facility as a result of an act or omission by the student where more than one day of the placement is missed. Examples include but are not limited to:
  - failure to produce required documentation;
  - failure to comply with University or facility policies; and/or
  - failure to produce appropriate identification or uniform;
- Providing less than 4 weeks' notice of an intention not to attend an allocated clinical placement

#### **EXAMPLES OF CIRCUMSTANCES IN WHICH THE UNIVERSITY WILL NOT CHARGE A NON-ATTENDANCE FEE FOR NON-ATTENDANCE OF AN ALLOCATED CLINICAL PLACEMENT:**

- The placement has been scheduled with less than 4 weeks' notice to the Student.
- The University defers the clinical placement due to circumstances outside the school's control (e.g. cancellation of placements by hospitals/facilities)
- The student advises of their intention not to attend an allocated clinical placement with an appropriate reason for requesting the deferral of placement, with appropriate advanced notice (at least four weeks) which is approved by the Clinical Practice Manager.
- The student has Exceptional Circumstances, to be determined by the Clinical Practice Manager acting reasonably.

Exceptional Circumstances, means verifiable unexpected and/or exceptional personal or medical circumstances beyond the Student's control which:

- have had a substantially detrimental effect on a Student's ability to participate in the placement; and
- the Student did not have a reasonable opportunity to prepare for in advance of the allocated clinical placement.

The following, depending on the context, may constitute Exceptional Circumstances:

- an onset, or acute flare-up, of a medical or psychological condition, illness, or trauma;
- the death of, or an onset or acute flare-up of, a medical or psychological condition, illness, or trauma affecting, a close family member or friend;
- recent separation or divorce from a de facto partner or spouse;
- acute personal hardship or trauma, including being a victim of crime, sudden loss of income or employment resulting in severe disruption to domestic or study arrangements, or motor vehicle incidents preventing attendance;
- military deployment, emergency service or jury duty commitments;
- representation at a national or international level (inclusive of those who are participating in the University's Elite Athlete Program);
- representation in significant cultural events (other than events such as weddings, birthday parties, bar mitzvahs, christenings, etc.); or
- compulsory employment-related intrastate, interstate or overseas travel.

The following typically will not be considered as constituting Exceptional Circumstances:

- routine employment;
- lack of knowledge of the requirements of academic work and clinical placements;
- difficulties with English language;
- recreational or family travel;
- moving house;
- events such as weddings, birthday parties, bar mitzvahs, christenings, etc.;
- misreading information in relation to clinical placements;
- normal stress or anxiety associated with examinations or coursework; or
- a matter which is already suitably addressed as part of a Student's learning and assessment plan;
- Inability to travel to an allocated clinical placement;
- Caring responsibilities.

Students who wish to claim an exceptional circumstance are required to contact the Clinical Practice Manager via e-mail and include supporting evidence of the exceptional circumstance. Submission of a claim of exceptional circumstances does not constitute acceptance of that exceptional circumstance or waiving of the non-attendance fee. Students will be notified of the outcome of their submission within 10 working days.

#### **NON-ATTENDANCE FEE AMOUNT:**

The non-attendance fee for 2022 will be \$350 per week of clinical placement (exclusive of GST).

This fee represents administration and clinical facilitation costs associated with a clinical placement that the school may be required to pay in the event a student does not attend the clinical placement. A university administration fee is also included.

Failure to pay the non-attendance fee in the required timeframe will result in an academic encumbrance being applied.

[Support to students](#)

**Financial:** See student services

<http://intranet.ecu.edu.au/staff/centres/student-services/our-services>

**Personal:** See Student Counselling Services at

<http://intranet.ecu.edu.au/staff/centres/student-services/our-services>