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Date:  
Memo To: Peterborough Regional Health Centre  
From: Fleming College

The student identified below is completing a placement at the Peterborough Regional Health Centre for \_\_\_\_\_ . The program the student is enrolled in is for \_\_\_\_\_ at Fleming College from \_\_\_\_\_ to \_\_\_\_\_. As part of the requirements for the placement, this memo is to confirm the student has met the following criteria:

1. The student is in good standing with the college/university;
2. The student has a completed Criminal Record Search including Vulnerable Sector Check dated within one year from the placement start date;
3. The student has demonstrated immunity, specifically for Measles, Mumps, Rubella, Varicella, Hepatitis B;
4. The student has completed a two-step Tb screening as per the Ontario Hospital Association Communicable Disease Guidelines
5. The student has completed modules/training for WHMIS, Ontario Ministry of Labour Workers Health and Safety Module 4 Steps, a Workplace Violence Prevention Program (e.g. NVCI, CPI, SMG) and the Accessibility for Ontarians With Disabilities Act; NVCI proof will be provided as soon as possible due to course provision
6. The student has completed the Confidentiality Form and the Postsecondary Unpaid Work Placement Release Form provided by PRHC;
7. Validation Mask Fit testing has been completed.

All of the above documentation will be retained by the college/university. If you need to verify any of the above information, the documentation will be accessible to you.

**STUDENT NAME (s)**

***Much Thanks,***

**Benita Brett, BAA (HSM)**  
**Placement Liaison**  
*School of Health and Wellness &  
School of Justice and Community Development*  
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