

Master of Clinical Pathology Pre-enrolment Requirements

Congratulations on receiving an offer for a place in the Master of Clinical Pathology. There are important compulsory health and legal screening requirements that you must now commence.

In order of priority:

1. Infection Control
2. National Police Certificate (NPC)

DEADLINE FOR SUBMISSION

12th February 2027

Medical screening must commence as soon as you accept your offer. Your submission of the Infection Control Form (signed by both you and your GP) on Sonia online is required and must be received prior to the commencement of the course.

1 – Infection Control

It is of the utmost importance that you meet the Health & Medical Sciences compulsory infection control requirements.

Details of the requirements, along with the Infection Control Form and other documents you need, are attached. Make this your first priority to ensure you are compliant, and, if treatment or vaccination is required, it is well underway before your course commences. Clearance can take time. For instance, **if you have not been previously vaccinated for Hepatitis B, it can take at least 8 months to complete immunisations and confirm immunity.**

The [UWA Medical Centre](#) on Crawley Campus is recommended. The Centre GPs understand the infection control requirements for students and provide assistance should you need to speak with an immunisation specialist. Make an appointment online or call +61 8 6488 2118.

If you attend another GP, you must submit all of your test results and vaccination records, in addition to your Infection Control Form

Steps required

1. Make an appointment with UWA Medical Centre (recommended) as soon as possible after accepting your offer.
2. Take with you the Infection Control Form and list of the requirements.
3. Upload the Infection Control forms to Sonia Online **Note:** if your form has been completed by a GP outside UWA Medical Centre, you need to include copies of all blood test results and vaccination records.
4. You must let us know if you require further testing.

Important notes

- UWA Medical Centre on Crawley Campus have GPs familiar with the infection control requirements.
- All information supplied by the GP will be handled confidentially.
- It is your responsibility to follow up outstanding requirements and submit proof on Sonia online.
- We will check non-compliance. **You may be unable to proceed to the next level of your course if you have not met the requirements.**
- You must keep a record of all your documents and results as we are unable to provide copies at a later date.

2 – National Police Certificate (NPC)

All students will need to obtain a clear National Police Certificate. Applications can be made online (<https://www.police.wa.gov.au/Police-Direct/National-Police-Certificates>) or in person at participating Australia Post Outlets.

Steps required

1. Complete a National Police Certificate application form online or in person at Australia Post.
2. Submit a copy of the certificate via Sonia (UWA online system).

Important notes

- Certificates not issued by WA Police are accepted provided it has been issued by an organisation accredited by the Australian Criminal Intelligence Commission (see list of accredited bodies servicing the public at <https://www.acic.gov.au/our-services/national-police-checking-service/find-out-more-information/accredited-bodies>).
- National Police Certificates (and equivalent) have a validity of 12 months.
- We are unable to accept "Volunteer" National Police Certificates.

SUBMITTING YOUR DOCUMENTS

Documents are to be submitted via Sonia. Sonia is the University's student placement system.

Please see instruction manual included in this document pack on How to use this system.

[Contact us](#) with any enquiries.



Compulsory Requirements Checklist: Master of Clinical Pathology

Name: _____

Student Number: _____ Mobile: _____

Use this checklist to make sure you have everything ready to meet the compulsory screening requirements.

You should keep your own copy of all documents.

In order of priority:

1a. Infection Control Form Statement of Compliance (signed by GP and student)

☐

Make an appointment as soon as possible to complete this requirement.

Note: The [University Medical Centre](#) GPs are familiar with the infection control requirements for students and are recommended.

1b. Blood test results and vaccination record

☐

If your Infection Control Form was **NOT** completed by a GP from the University Medical Centre, you must submit a copy of your blood test results and vaccination record.

2. National Police Certificate (NPC)

☐

Apply for an NPC from the [WA Police website](#) or visit a participating Australia Post outlet.

Please submit before the deadline with notations of what is to follow.

Notes (Office use only):

☐

COMPLETED

..... /..... /.....

A Letter to General Practitioners & Students

Infection Control Form Statement of Compliance

As a condition of entry into professional courses in health and medical sciences at The University of Western Australia, commencing students must provide evidence of compliance with the Health & Medical Sciences Infection Control Requirements, which are based on the [Australian Immunisation Handbook](#) and [0388/12 Health Care Worker Immunisation Policy](#)

Please read the following detailed "Infection Control Requirements" documentation to ensure that you understand and comply with all requirements.

When completing the Infection Control Form, please note the following:

- Serological tests must have been performed in a NATA accredited laboratory.
- Please use the space provided on the form for further clarification (e.g. "inadequate measles titre, awaiting second dose of MMR" or "hepatitis B vaccination course not yet completed").

Once complete, the student is required to sign the student declaration at the base of the form and submit the form, together with a **copy of all test results and vaccination records**, prior to the deadline specified.

The University of Western Australia must be advised of any student who is a carrier of a blood-borne virus. This is to ensure their training complies with the WA Health policy.

Information supplied to the University will be handled confidentially.
Thank you for your co-operation.

Specialist Admissions
University of Western Australia

Infection Control Requirements for Master of Clinical Pathology students

Master of Clinical Pathology (MCP) students must comply with the specific requirements prior to undertaking training placements.

Once a GP has determined that the student has complied with items 1 to 6 below, they are required to complete the Infection Control Form. This must be submitted to The University of Western Australia prior to enrolment by the due date pre-specified. Failure to produce evidence of compliance with the requirements will preclude a student from commencing training placements.

The cost of testing and vaccination is met by the student.

The specific requirements are:

1. Hepatitis B

All students must have a blood sample taken to determine hepatitis B immunity.

Evidence of immunity to hepatitis B virus (HBV) infection is required. Serological testing (a blood test) should be performed by a National Association of Testing Authorities (NATA) accredited laboratory. A hepatitis B surface antibody (HBsAb) titre of ≥ 10 mIU/mL is required.

If HBsAb titre is < 10 mIU/mL and there is nil or incomplete documentation of prior vaccination, the student requires completion of a hepatitis B vaccination course prior to undergoing repeat serological testing.

Testing should be performed at least 4 weeks after final vaccination. A student may be undergoing vaccination at the time of enrolment but the University must be made aware of this. If there is no response to a full course of hepatitis B vaccination, the University must be contacted. Management will be in accordance with the Australian Immunisation Handbook.

Students who are known to have HBV infection must discuss this with the University prior to enrolment.

2. Measles, Mumps, Rubella & Varicella

All students must provide evidence of immunity to measles, mumps, rubella and varicella, as referred to in the [Australian Immunisation Handbook 3.3.7](#).

Acceptable evidence of immunity includes:

- Documented evidence of a prior full vaccination course (two vaccinations at least one month apart); or
- Presence of adequate antibodies on serological testing (measles IgG, mumps IgG, rubella IgG, and varicella IgG). Testing must be performed by a National Association of Testing Authorities (NATA) accredited laboratory.

Depending on the evidence produced, primary or booster vaccination may be required. This will be determined by the reviewing GP. Repeat serology following a completed vaccination course is not required. Pertussis

All students must provide documentary evidence of up-to-date immunisation against pertussis (whooping cough).

Immunity against this infection cannot be determined by blood testing. Immunity is assumed if at least one documented dose of vaccine has been received within the last 10 years. If not previously vaccinated, or if vaccination records are incomplete, vaccination will be necessary.

3. Tuberculosis

All students must have a Quantiferon-TB blood test or a Mantoux test (Tuberculin skin test) to determine evidence of past exposure to tuberculosis. If either of these tests are positive, further action is required. The student will be referred to the Anita Clayton Centre (previously Perth Chest Clinic) for review and a chest x-ray. A positive test does not preclude a student from enrolling. However, the case must be discussed with the Pre-enrolment Officer. This is in accordance with the WA Health [Policy 6.3 Active Surveillance for Tuberculosis in Health Care Workers](#).

4. Influenza

It is **mandatory** that all students receive yearly influenza vaccinations.

Please provide a copy of all test results and vaccination records to the student for submitting to the UWA Specialist Admissions team.

INFECTION CONTROL FORM
Statement of Compliance with Health and Medical Sciences
Infection Control Requirements
MASTER OF CLINICAL PATHOLOGY STUDENTS ONLY

To be completed by a registered medical practitioner
Submit this form via SONIA as soon as possible

Student name:	DoB:
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I, Dr _____, report that the student's immunisation status is now as follows:

1. Hepatitis B (HBsAb)

☐ The student has HBsAb titres ≥ 10 mIU/mL.	Date of Blood Test (only if titre ≥ 10 mIU/mL)/...../.....
☐ or a course of vaccinations has commenced:	
1st dose (date)/...../.....	Note: A HBsAb titre must be performed (at least 4 weeks after final vaccination) and the result sent to the Pre-enrolment Officer
2nd dose (date)/...../.....	
3rd dose (date)/...../.....	
Dates of any booster vaccination	

2. Measles, Mumps, Rubella

☐ The student has documented immunity to measles, mumps, and rubella:		
Measles serology (date)/...../.....	Mumps serology (date)/...../.....	
Rubella serology (date)/...../.....		
☐ or documented immunisation with 2 doses of MMR:		
1st dose (date)/...../.....	2nd dose (date)/...../.....	
Dates of any booster doses of MMR vaccination/...../.....		

3. Varicella

☐ The student has documented immunity to varicella.	Date of Blood Test/...../.....
☐ or a varicella vaccination course has been administered:	
1st dose (date)/...../.....	2nd dose (date)/...../.....

4. Tuberculosis

Quantiferon blood test or Tuberculin skin test has been performed:

Date of QFN/TST

...../...../.....

☐ Result is Negative ☐ Result is Positive

5. Pertussis (Note: Do not undertake serological testing)

The student received pertussis booster within past 10 years.

Date of booster

...../...../.....

6. Influenza

Yearly Influenza vaccination is mandatory

Date of vaccination

...../...../.....

GP Notes (additional information as required):

GP Signature:

GP Practice stamp:

Date:

Please provide a copy of all test results and vaccination records to the student for submitting with this form.

(UWA Medical Centre staff are required to only provide **positive** HBsAg, Hep C, HIV, or TB results)

Student Declaration:

I understand the University of Western Australia infection control requirements and agree to submit this health screening information as a true and correct record of my compliance. I attach all the test results if not completed by the University Medical Centre.

In addition, I agree to follow up outstanding vaccinations and provide evidence of completion including proof of my status regarding testing for blood borne diseases. I agree that if any test for a blood borne virus is positive, I will contact the University immediately for further discussion.

I will maintain my own records of compliance with these requirements, including copies of my test results and vaccination records.

Sonia Online: Submitting Your Pre-enrolment Screening Documents

Student User Guide

What is Sonia?

Sonia is the University's student placement system. Sonia Online enables you to upload and review all pre-enrolment screening and placement requirements, as well as view and manage your placement details.

Submitting your pre-enrolment screening documents

STEP 1: Log into Sonia Online

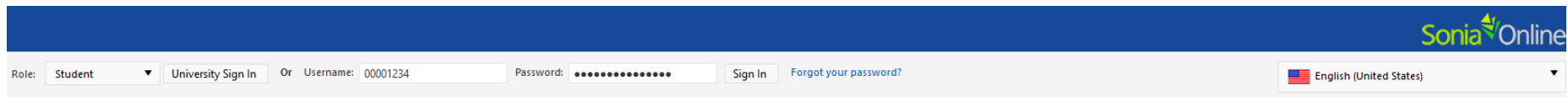
1.1: Logging in for the first time.

You should have received an email from the Pre-enrolment Officer with your username and a link to the password reset. Click on the password reset link and follow the instructions to set up your password.

1.2: Returning to Sonia Online (you have previously set up your password).

Go to placements.uwa.edu.au and click on the School that is applicable to you (SMED Medicine if you are a MD student). From there, login using your username (student ID) and password.

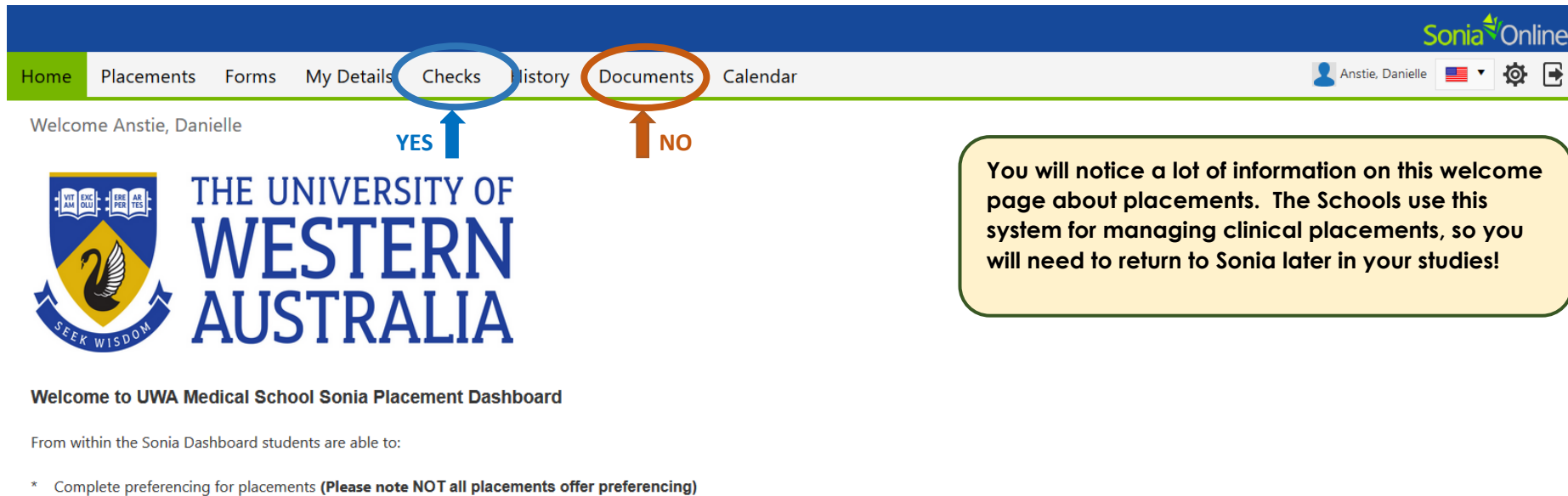
- Make sure that the "Role" is "Student"



The screenshot shows the Sonia Online login page. At the top right is the "Sonia Online" logo. Below it is a login form with the following elements: a "Role:" dropdown menu currently set to "Student"; a "University Sign In" button; an "Or" separator; a "Username:" text box containing "00001234"; a "Password:" text box with masked characters; a "Sign In" button; and a "Forgot your password?" link. On the far right, there is a language selection dropdown menu showing "English (United States)".

STEP 2: Access the “Checks” page

2.1: On the top navigation ribbon, select “Checks”. Do NOT use the “Documents” section for this purpose!



Home Placements Forms My Details **Checks** History **Documents** Calendar

Welcome Anstie, Danielle

YES **NO**

 **THE UNIVERSITY OF WESTERN AUSTRALIA**

Welcome to UWA Medical School Sonia Placement Dashboard

From within the Sonia Dashboard students are able to:

- * Complete preferencing for placements (**Please note NOT all placements offer preferencing**)

You will notice a lot of information on this welcome page about placements. The Schools use this system for managing clinical placements, so you will need to return to Sonia later in your studies!

2.2: You will now see a list of all required pre-enrolment screening documents to work through.

STEP 3: Submit your documents

3.1: In the Document field, click on “Browse” to select your file to upload.

You can submit more than one document if you wish.

Note: You will not be able to delete a document uploaded. If you uploaded an incorrect file, please contact us via this [online form](#).

3.2: Complete all the other fields, as necessary (Reference, Date Completed, etc).

Click on the small “i” icon next to the field for more information about what is expected.

There is no need to re-upload the Infection Control Form for every check. Just upload this form once in the Infection Control Form section.

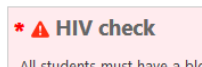
3.3: Click “Submit”.

The “Submit” button will tell the Admissions team that your document is ready for review.

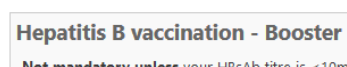
The “Save” button will save your work but not advise the Admissions team that you have started this requirement.

3.4: Continue onto the next requirement.

Mandatory items have a red asterisk next to its name, as shown below.



Mandatory



Not mandatory

3.5: Repeat steps 3.1 – 3.4 until all requirements have been completed.

You do not need to complete the Hand Hygiene Australia requirement at this stage.

Welcome to the Sonia Checks page!

Please use this page to submit your pre-enrolment and placement requirements. Be sure to upload your documents by the due date specified by the relevant officer. It is important that you visit this page regularly, to ensure that you have completed all necessary requirements (some Checks have an expiry date).

For pre-enrolment enquiries, please contact preenrolment-fmdhs@uwa.edu.au. For all other enquiries, please contact your relevant placement officer.

You can use this drop-down menu to filter the requirements by completion status.

Search None Selected  Filter

Legend

* Mandatory  Check not passed

All of your pre-enrolment requirements are detailed on this page.

Vaccinations/Immunisations

* Infection Control Form

Not Complete

Make this form your first priority to ensure that you meet the Faculty's infection control requirements, and if treatment or vaccination is required, it is well underway before your course commences. Clearance can take time. For instance, if you have not been previously vaccinated for Hepatitis B, it can take at least 8 months to complete immunisations and confirm immunity.

Reference: 

Documents 

Browse

STEP 3.1

STEP 3.2

Submit

Save

* Hepatitis B immunity check

Not Complete

All students must have a blood sample taken to determine hepatitis B immunity. Hepatitis B surface antibody (HBsAb) titre of >10 mIU/mL is required.

If HBsAb titre is <10 mIU/mL and there is nil or incomplete documentation of prior vaccination, you will require completion of a hepatitis B vaccination course prior to undergoing placement. Testing should be performed at least four weeks after completion of vaccination.

Students who are known to have hepatitis B infection must consult with the Pre-enrolment Officer prior to enrolment.

Reference: 

Date Completed:

Documents 

Browse

STEP 3.4

STEP 3.3

Special Note!

The Hand Hygiene Australia Certification is not required until later in your studies. Please ignore this requirement for now – the team will get in touch with you when you need to complete this section.

* ⚠️ Hand Hygiene Australia

Not Complete

This check is not required until you are in Year 2 of the MD program.
Hand Hygiene Australia Certification. This certification expires after 12 months. Students are required to complete HHA every 12 months (i.e. achieve and upload yearly certification for Y2/Y3/Y4 of MD program)

Value:

Reference:

Date Completed:

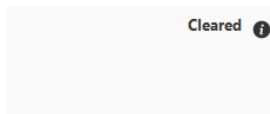
Documents

Browse

Submit

Save

4.1: If your document has been approved, the status will change to “Cleared” (and the box will turn grey).



STEP 5: Respond to further information requests if required.

5.1: Ensure that you keep checking your email (UWA student account).

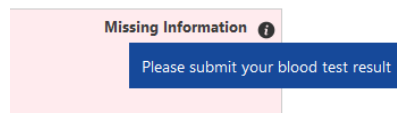
If you need to provide more information, additional documents or similar, you will receive an email advising you of this.

5.2: Provide further information or upload a new document as necessary.

The status on the Checks page for that requirement will change to "Rejected" or "Missing Information"

(and the box will remain pink if it's a mandatory requirement).

Click on the "i" icon for information on what is missing or incorrect, as shown below.



Important Note!

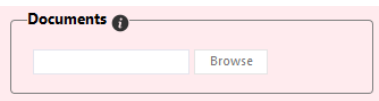
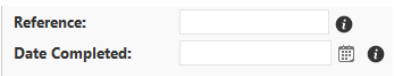
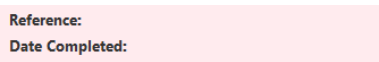
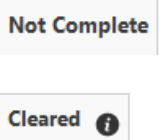
Emails sent from the Sonia system go directly to your UWA student email address. At this stage, you will no longer receive automatic notifications to your personal email address.

STEP 6: The Admissions team will notify you when all requirements have been approved.

Once all documents have been completed and approved, you should have a page of grey boxes, with the exception of any requirements due later in the course.

Additional information to help you along the way

Fields, icons and buttons explained

Image	Name	Description
	Documents	Click on "Browse" to select your file to upload. You can submit more than one document if you wish.
	Text field	These fields are for entering additional text and dates. All "Date Completed" fields are mandatory.
	Non-editable text field	This information will be entered by the Admissions team when reviewing your documents. These fields are visible to you for your information only.
	Information	Click on this icon for further details on what is expected.
	Status	Indicates if the check is not complete, submitted, rejected or has missing information.
	Submit / Save	The "Submit" button will send your submission to the Admissions team for review. Use this once you have finished entering the information and want to send it to the Admissions team for review. The "Save" button will save your changes, but not submit them to the Admissions team.
	Mandatory	Indicates a mandatory requirement.

	Check not passed	Indicates a mandatory requirement not passed.
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Colour Shading

Pink sections means that the item is a mandatory requirement that:

- you have not completed;
- you have completed, but has not been approved by the team ; or
- you previously received approval for, but has since expired or is due for review.

*  **Hepatitis C check**
Not Complete

All students must have a blood sample taken to determine their hepatitis C status. Students with hepatitis C infection will be allowed to enrol. Prior discussion must take place with the Pre-enrolment Officer and, during training, restrictions will be placed on the student regarding Exposure Prone Procedures (EPPs).

Reference: 

Documents 

Grey boxes are:

- not mandatory; or
- items that you have completed and are up to date.

Hepatitis B vaccination - Booster
Not Complete

Not mandatory unless your HBsAb titre is <10mIU/mL and there is documentation of prior vaccination. If this is the case, you will need to receive a booster vaccination dose prior to undergoing repeat serological testing.

Reference: 

Documents 

Date Completed:  

Fields that you cannot edit

Don't worry when you come across fields that you can't enter information into! The Admissions team will enter this information when reviewing your documents, as shown below.

*** ⚠ Pertussis (DTP) vaccination**

All students must provide documentary evidence of up-to-date immunisation against pertussis (whooping cough). Immunity against this infection cannot be determined by blood testing. Immunity is assumed if at least one documented dose of vaccine or if vaccination records are incomplete, vaccination will be necessary.

Reference: ⓘ

Date Completed:

Date Review:

Documents ⓘ

Browse

BEFORE

*** Pertussis (DTP) vaccination**

All students must provide documentary evidence of up-to-date immunisation against pertussis (whooping cough). Immunity against this infection cannot be determined by blood testing. Immunity is assumed if at least one documented dose of vaccine or if vaccination records are incomplete, vaccination will be necessary.

Reference: See Infection Control Form ⓘ

Date Completed: 7/21/2018

Date Review: 4/21/2028

AFTER

Notifications

Important Note!

Emails sent from the Sonia system go directly to your UWA student email address. At this stage, you will no longer receive automatic notifications to your personal email address.

You will receive email notifications at the following stages:

- You have submitted your document and it has been returned with a status of either "missing information" or "rejected".
- You have satisfactorily completed your pre-enrolment screening requirements (this will be sent once your submissions have been checked and approved by FHMS Admissions).
- Three months prior to the expiry of any of your documents or vaccinations (e.g., first aid certificate, pertussis, MRSA declaration, etc). Everything must remain current throughout your studies as each requirement is crucial for your clinical placements.

Note: To avoid sending you too many emails, please note that you will not receive an email when each individual requirement has been approved. You can always log back into Sonia Online to see the status of your submission.