Health and Medical Sciences Pre-enrolment Requirements – DMD & DCD

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)
3. WA Department of Health Criminal Record Screening (CRS) Clearance Card
4. **Australian** First Aid Certificate

DEADLINES FOR SUBMISSION

You will not be able to enrol in your course until you have submitted your documents.

Deadline for submission – 4th December 2026

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 is required and must be received prior to the commencement of your 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: Http://www.student.uwa.edu.au/experience/health/medical-centre/appointments or call +61 8 6488 2118.
If you visit 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. Take with you the Infection Control Form, and list of the requirements.
2. Upload all documents to Sonia (Further details available on how to upload to Sonia included). **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.
3. 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 to the Pre-enrolment Officer will be handled confidentially.
- It is your responsibility to follow up outstanding requirements and submit proof to the Faculty.
- 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) must have been issued no earlier than 2019.
- We are unable to accept "Volunteer" National Police Certificates.

3 – WA Department of Health Criminal Record Screening (CRS) Clearance Card

As part of your course, you will undertake placements within WA Health sites and are required (under the *Criminal Record Screening Guidelines*) to consent to the screening of any criminal records.

Steps required

1. Once you have obtained your NPC (as above), you will then be able to apply for the WA CRS clearance card
2. Send a copy of your NPC that has been issued within the last 12 months to hss.crs@health.wa.gov.au. There will be no fee for this application. The title of the email should be your SURNAME/NPC. If you have disclosable outcomes then you will need to list what course you will studying and where you are studying (e.g – The University of Western Australia
3. Once you are cleared, you will be issued a Criminal Record Screening Clearance Card
4. Upload document to Sonia.

Important note

- You must carry your card with you at all times when on a Department of Health site.

4 – Australian First Aid (Provide First Aid) Certificate

You will be required to provide proof of successfully completing an **Australian** First Aid Course (accreditation number HLTAID011)

Steps required

1. Complete an approved Provide First Aid course: HLTAID011. Courses are available through providers such as Australian Red Cross, St John Ambulance and Surf Life Saving WA.
2. Submit proof of completion by uploading a copy of your certificate to Sonia.

Important notes

- "International students please note First Aid training completed overseas is no longer accepted, please make sure you register for an Australian First Aid Course
- First Aid courses can vary; it's the accreditation number (HLTAID011) that's important.
- If you cannot complete the course by the deadline, submit evidence that you have booked and paid for the course. Following completion of your course, upload via Sonia a copy of the Statement of Attainment as soon as it is available.
- Your Statement of Attainment is valid for three years, following which you will need to attend a refresher course.
- If you have already completed an accredited course, your certificate must have been issued on or after 1 June 2026.

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.

Any enquiries can be sent via this online form.

Specialist Admissions (M353)
The University of Western Australia
35 Stirling Highway CRAWLEY WA 6009

Compulsory Requirements Checklist: DMD & DCD students

Name: _____

Student Number: _____ **Mobile:** _____

Course Title: _____

Use this checklist to make sure you have met the compulsory screening requirements.

☐ **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.

If you already have one, your NPC must have been issued **on or after 1 June 2026**.

☐ **3. Criminal Record Screening (CRS) Clearance Card**

Apply for this check through the WA Department of Health. Once completed, a card is issued which you MUST carry at all times when on placement in a WA Health facility. Submit a copy of the card as evidence that you have been screened.

☐ **4. First Aid (Provide First Aid) Certificate (Must be an Australian First Aid Course)**

Certificate of completion of the HLTAID011 (Provide First Aid) course available through providers such as Australian Red Cross, St John Ambulance and Surf Life Saving WA.

If you already have one, your certificate must have been issued **on or after 1 June 2026.**

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

A Letter to General Practitioners & Students

Infection Control Form Statement of Compliance with Health and Medical Sciences

As a condition of entry into professional courses co-ordinated by UWA Health and Medical Sciences, commencing students must provide evidence of compliance with 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**, to the Health & Medical Sciences Pre-enrolment Officer prior by the deadline.

GPs are welcome to communicate directly with the Specialist Admissions team if required (e.g. if the student has an underlying medical condition which precludes the use of live vaccination).

The Specialist Admission team 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 Specialist Admissions team will be handled confidentially.

Thank you for your co-operation.

Specialist Admissions
University of Western Australia

Infection Control Requirements for DMD & DCD

Students enrolled in the Doctor of Dental Medicine (DMD) and the Doctor of Clinical Dentistry (DCD) in Health and Medical Sciences must comply with the specific requirements prior to undertaking clinical placements.

These guidelines are based on the *Australian Immunisation Handbook* and 0388/12 Health Care Worker Immunisation Policy

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 on Sonia for review by the Health and Medical Sciences Pre-enrolment Officer prior to the due date pre-specified. Failure to produce evidence of compliance with the requirements will preclude a student from commencing clinical 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 Pre-enrolment Officer must be made aware of this. If there is no response to a full course of hepatitis B vaccination, the Pre-enrolment Officer 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 Pre-enrolment Officer prior to enrolment.

2. Human immunodeficiency virus (HIV) and hepatitis C virus (HCV) status

All students must have a blood sample taken to determine their HIV and HCV status. Testing must be performed by a National Association of Testing Authorities (NATA) accredited laboratory.

This guideline is in accordance with current WA Health *0388/12 Health Care Worker Immunisation Policy*
Students with hepatitis C or HIV infection will be allowed to enrol. Prior discussion must take place with the Pre-enrolment Officer and, during training, to ensure compliance with CDN guidelines.
http://www.health.gov.au/internet/main/publishing.nsf/Content/cda-cdna-bloodborne.htm

3. Measles, Mumps, Rubella & Varicella

All students must provide evidence of immunity to measles, mumps, rubella and varicella, as referred to in the *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.

4. 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.

5. 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.*

6. Influenza

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

7. Hepatitis A (not compulsory)

Although not compulsory, Doctor of Medicine (MD), Doctor of Dental Medicine (DMD), Doctor of Podiatric Medicine (DPM) students should consider vaccinating themselves against hepatitis A virus (HAV). The UWA Immunisation Guidelines and WA Health recommend vaccination by persons working in early childhood care and healthcare workers in remote Indigenous communities. It is recommended that students discuss this vaccination, including its costs, with their GP. More information regarding hepatitis A can be found in *The Australian Immunisation Handbook*.

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

Specialist Admissions (M353)
The University of Western Australia
35 Stirling Highway CRAWLEY WA 6009

INFECTION CONTROL FORM

Statement of Compliance with Health and Medical Sciences Infection Control Requirements
DOCTOR OF DENTAL MEDICINE, DOCTOR OF CLINICAL DENTISTRY STUDENTS ONLY

To be completed by a registered medical practitioner.
Submit this form to the Pre-enrolment Officer as soon as possible.

Student name:	DoB:

I, Dr_____, report that the student's immunisation status is now as follows:

1. Hepatitis B (HBsAb)

☐ The student has HBsAb titres ≥10mIU/mL.

Date of Blood Test (only if titre ≥10mIU/mL)
……./……../…….

☐ **or** a course of vaccinations has commenced:

1st dose (date) ……./……../……

2nd dose (date) ……./……../……

3rd 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

Dates of any booster vaccination ……./……../……

2. Hepatitis C

Hepatitis C antibody blood test has been performed:

☐ Result is Negative ☐ Result is Positive

Date of Blood Test
……./……../…….

3. HIV

HIV antibody blood test has been performed:

☐ Result is Negative ☐ Result is Positive

Date of Blood Test
……./……../…….

4. 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 …../……./…….

5. 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) ……./……../…….

6. Tuberculosis

Quantiferon blood test or Tuberculin skin test has been performed: Date of QFN/TST

……./……../…….

☐ Result is Negative ☐ Result is Positive

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

☐ The student received a pertussis booster within past 10 years. Date of booster

……./……../…….

8. Influenza Date of vaccination

☐ Yearly Influenza vaccination is **mandatory.** ……./……../…….

9. Hepatitis A (Not compulsory)

Vaccination is recommended for early childhood care workers and health care workers in remote Indigenous communities. Vaccination commencement date (if applicable)

……./……../…….

GP Notes (additional information as required)**:** **GP Practice stamp:**

GP Signature:

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, TB and MRSA results)

Student Declaration:

I understand the Health and Medical Sciences infection control requirements and agree to submit this health screening information as a true and correct record of my compliance. I attach all of 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 Faculty Pre-enrolment Officer immediately for further discussion.

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

Signature: **Date:**

Criminal Record Screening (CRS) process

Students going on placement within clinical settings in Western Australia must obtain a criminal record screening card.

You must provide a National Police Clearance (NPC) issued within the last 12 months to Health Support Services - hss.crs@health.wa.gov.au

Please use the following format for the email:

Subject: Surname/NPC reference

Body: Please ensure the email contains the following

- Whether there are disclosable court outcomes
- What you are studying
- Where you are studying
- When you are scheduled to go on placement (if this information is available)

Please refer to the WA Health information sheet below for more information.

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

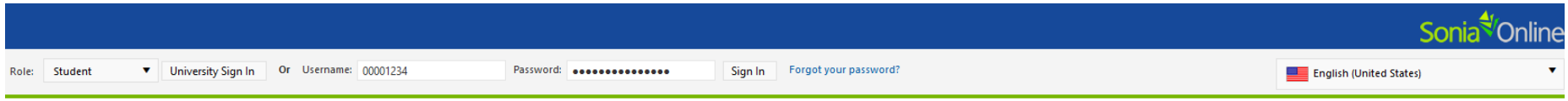
1.1: Logging in for the first time.

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).

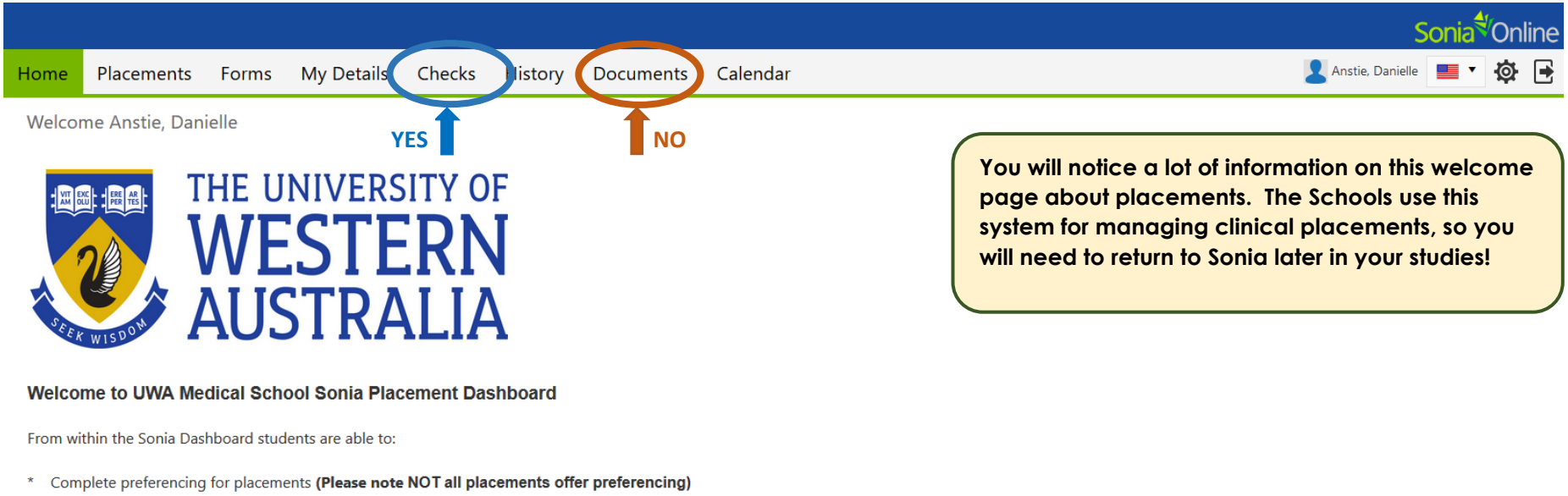
Go to placements.uwa.edu.au and click on the School that is applicable to you (SMED Medicine if you are a MD student). From there, login using your username (student ID) and password.

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



STEP 2: Access the "Checks" page

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



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 vis 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.

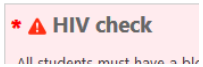
3.3: Click "Submit".

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

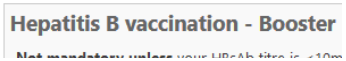
The "Save" button will save your work but not advise the Admissions team that you have started this requirement.

3.4: Continue onto the next requirement.

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



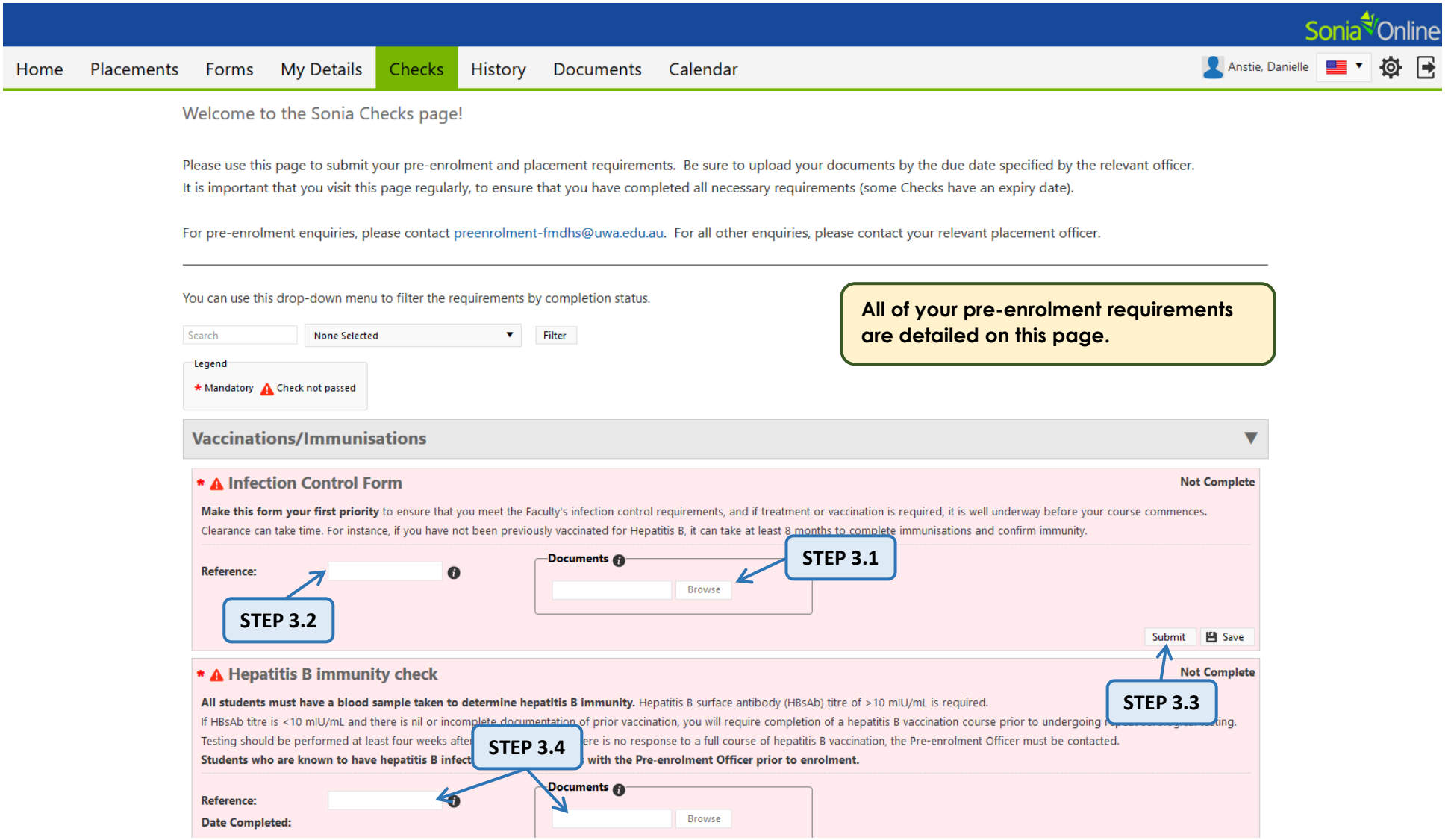
Mandatory



Not mandatory

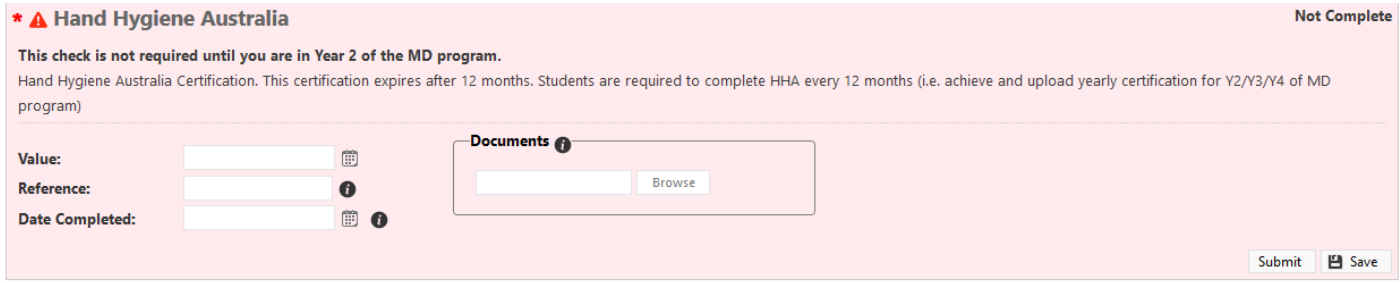
3.5: Repeat steps 3.1 – 3.4 until all requirements have been completed.

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


Sonia Online
Home
Placements
Forms
My Details
Checks
History
Documents
Calendar
Anstie, Danielle
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
STEP 3.3
* 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
Testing should be performed at least four weeks afte
ere is no response to a full course of hepatitis B vaccination, the Pre-enrolment Officer must be contacted.
Students who are known to have hepatitis B infect
with the Pre-enrolment Officer prior to enrolment.
STEP 3.4
Reference:
Date Completed:
Documents
Browse

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.



STEP 4: The Admissions team checks your documents and processes approvals, missing information and rejections.

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.

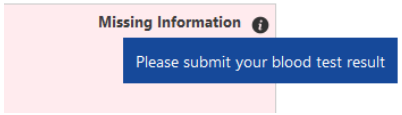
5.1: Ensure that you keep checking your email (UWA student account).

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!

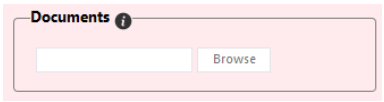
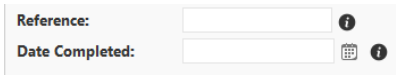
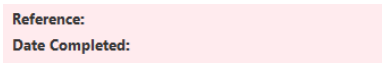
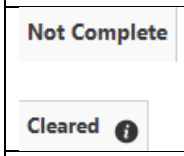
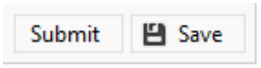
Emails sent from the Sonia system go directly to your UWA student email address. At this stage, you will no longer receive automatic notifications to your personal email address.

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

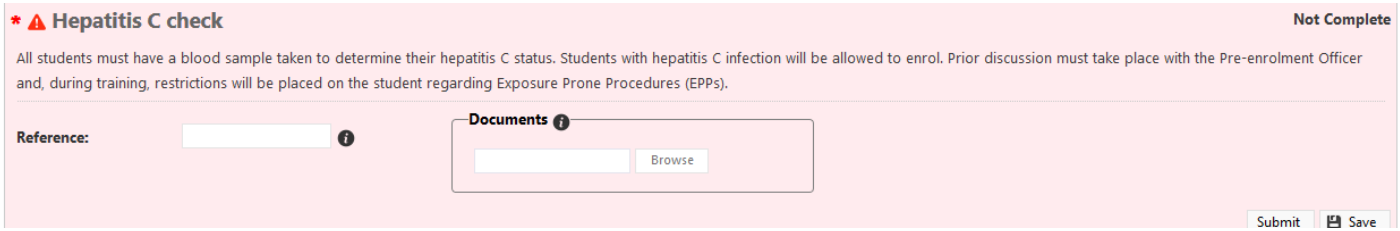
Image	Name	Description
	Documents	Click on "Browse" to select your file to upload. You can submit more than one document if you wish.
	Text field	These fields are for entering additional text and dates. All "Date Completed" fields are mandatory.
	Non-editable text field	This information will be entered 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.

Colour Shading

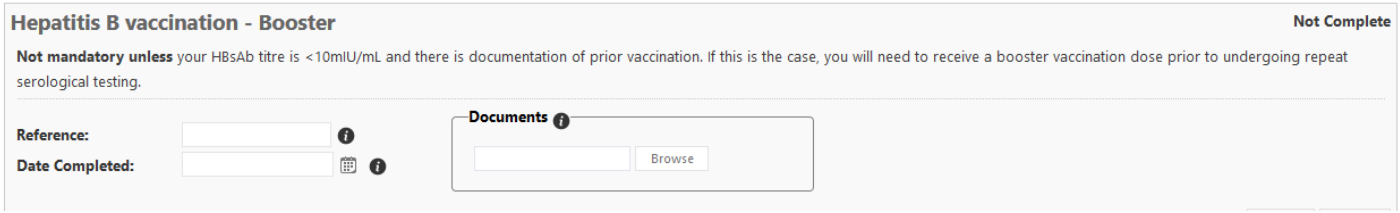
Pink sections means that the item is a mandatory requirement that:

- 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.



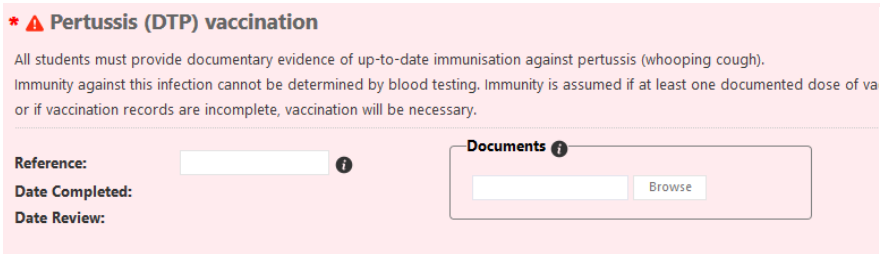
Grey boxes are:

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

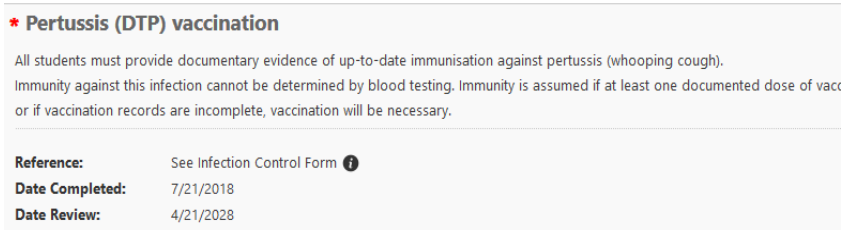


Fields that you cannot edit

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.



BEFORE



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.