

# Welcome New First Year (S101) Denturism students in Fall 2024!

- In preparation for your dental practicum, there are mandatory requirements that you will need to complete ahead of time. The Clinical Placement Office recommends that you begin gathering the necessary documentation now, to be able to submit it and provide enough time for the approval process.
- Once you have gathered all the necessary documents and officially registered to your Stu-View account, you will need to create
  an account, upload and submit all documents, certificates and evidence to the ParaMed Placement Pass portal by the given
  deadline on August 30, 2024. A link to the portal can be found at <a href="https://georgebrowncollege.placementpass.ca/">https://georgebrowncollege.placementpass.ca/</a>
- Please note that even if you have graduated to another Dental or Health Sciences program either in GBC or from another college or university or private institution and/or have experience working in any dental or health related profession, you are mandatory required to complete all the requirements below. If you fail to do so, you will be excluded from dental practice and client care sessions which can jeopardize your academic standing & may lead to program withdrawal.
- All costs, service fees and fines associated with the overall medical and additional requirements are the responsibility of the student.

Below is a summary of all MANDATORY requirements that must be provided in your submission. Please read and follow all the instructions carefully:

Vulnerable Sector Check (renew every year and valid from September 2024 to April 2025)

- For students who currently reside in Toronto region with a postal code that starts with the letter "M": Please see the Toronto Police instruction sheet and apply online and it could take 6 to 8 weeks to process and receive your VSC record to your email account. For more information see page 4.
- For student who currently reside in another region such as (<u>Durham, Halton, Hamilton, London, Niagara, OPP, Peel & York</u>) or Out of Province. Please apply to your specific regional police service website and for more information see page 4.
- If you have any history of criminal record or not clear VSC record, please contact us to further discuss how this will have a negative impact to your academic and clinical standing in the program.
- SPECIAL NOTE FOR INTERNATIONAL STUDENTS CURRENTLY RESIDING ABROAD OR OVERSEAS ONLY: The Vulnerable sector check cannot be started until you are physically in Ontario, Canada. It is essential that you begin the process for the Vulnerable sector check as soon as you arrive and have an official address in Ontario, Canada, because the process can take at least 8 to 10 weeks to receive the necessary vulnerable sector check clearance particularly if you live in Toronto region with a postal code that start with letter "M".

Workplace Hazardous Materials Information System (WHMIS) certificate (renew every three years)

• It is mandatory that you register and receive the WHMIS Healthcare (Online) training certificate at Peak Excellence Shop company website only at <a href="https://www.peakexcellenceshop.com/">https://www.peakexcellenceshop.com/</a>. Please enter the COUPON CODE: <a href="https://www.peakexcellenceshop.com/">GBC</a> to get and pay the \$19.00 dollars student discounted rate or click on the Certificates Package.

Standard First Aid Certificate (renew every 3 years) and Basic Life Support Certificate (renew every year and valid from Sept 2024 to April 2025)

- SPECIAL NOTE FOR INTERNATIONAL STUDENTS CURRENTLY RESIDING ABROAD OR OVERSEAS ONLY:
   The BLS course cannot be started until you are physically in Ontario, Canada. It is essential that you begin that you register as soon as you arrive, settled in, and have an official address here in Ontario, Canada. Please contact me for more information.

Final Step: Once you have everything done and completed, your final step is to create an account, submit and upload your completed health form documents to the ParaMed Placement Pass website at <a href="https://georgebrowncollege.placementpass.ca/">https://georgebrowncollege.placementpass.ca/</a> by the given deadline. (Paramed Service fees from June 1, 2022 to May 31, 2025)

- Initial Submission Fee-\$59.47 dollars (submission of health form, RN fee and medical records access online)
- Resubmission Fee (due to a Deficiency List Form) \$26.10 dollars

# SHOULD YOU HAVE ANY QUESTIONS, PLEASE CONTACT:

- Suzette Martinuzzi, Pre-placement Coordinator Telephone: (416) 415-5000 ext. 3415
- Email: smartinu@georgebrown.ca
  - Business Hours and Locations
    Monday to Wednesday (9:00 am-4:00 pm) at 51 Dockside Drive, Room 702, 7th Floor, Waterfront campus, Toronto, ON M5A 0B6, Thursday to Friday (9:00 am-4:00 pm) at 200 King Street East, Main Building "A", 4th Floor, Room 401B, St. James Campus, Toronto, ON M5A 3W8



S101 Denturism Program (Fall Term 2024)

First Year student: Semester 1 & 2

Prerequisites Form deadline: August 30, 2024

# NON-MEDICAL REQUIREMENTS CHECKLIST

| □ <u>V</u> t | ulnerable Sector Check (renew every year and valid from Sept 2024 to April 2025)                             |
|--------------|--|
| ■ <u>W</u>   | <u>'orkplace Hazardous Materials Information System (WHMIS)</u> (renew every three years and valid from Sept |
| 20           | 024 to April 2025)   |
| □ <u>St</u>  | tandard First Aid certificate (renew every three years and valid from Sept 2024 to April 2025)               |
| ☐ Ba         | asic Life Support (BLS) certificate (renew every year and valid from Sept 2024 to April 2025)                |
| ☐ Pa         | araMed Placement Pass portal Service Fees, <i>see below</i>  |
| ☐ Fil        | Il-out & complete all the top sections with your name, ID#, program, issued/expiry dates and Agreement Form  |
|              | DADAMED DI AGENENT DAGG GEDVIGE EEEG   |
|              | PARAMED PLACEMENT PASS SERVICE FEES  |
|              | (rates are subject to change, student pays)  |

Once you have everything done and completed, your final step is to create an account, submit and upload your completed health form documents to the **ParaMed Placement Pass website** at <a href="https://georgebrowncollege.placementpass.ca/">https://georgebrowncollege.placementpass.ca/</a> by the given deadline. If you fail to do so, you will be **excluded** from dental practice which can jeopardize your academic standing & may lead to program **withdrawal**.

(June 1, 2022 to May 31, 2025)

- Initial Submission Fee \$59.47 dollars (submission of health form, RN fee, archives & medical access online)
- Re-submission Fee (due to a Deficiency List Form) \$26.10 dollars

# SHOULD YOU HAVE ANY QUESTIONS, PLEASE CONTACT

Suzette Martinuzzi, Pre-placement Coordinator

Telephone: (416) 415-5000 ext. 3415 Email: <a href="mailto:smartinu@georgebrown.ca">smartinu@georgebrown.ca</a> Business Hours and Locations

Monday to Wednesday (9:00 am-4:00 pm) at 51 Dockside Drive, Room 702, 7th Floor, Waterfront campus,

Toronto, ON M5A 0B6

Thursday to Friday (9:00 am-4:00 pm) at 200 King Street East, Main Building "A", 4th Floor, Room 401B,

St. James Campus, Toronto, ON M5A 3W8



# (S101) FIRST YEAR DENTURISM PROGRAM NON-MEDICAL REQUIREMENTS FORM (FALL TERM 2024)

| Name x  |   |
|---|---|
| GBC ID# x   |   |
| Tel x   |   |
| Email x   |   |
| Submission deadling   | ne: August 30, 2024   |
| another college or univ<br>submit all the requirem            | even if you have graduated to another Dental or Health Sciences program either in George Brown College or from ersity or private institution <b>and/or</b> dental or health care professional, you are mandatory required to complete and ents outlined below by the given deadline. If you <b>fail</b> to do so, you will be <b>excluded</b> from dental practice and client an jeopardize your academic standing & may lead to program <b>withdrawal</b> .  |
| 1. STANDARD   | FIRST AID (renew every 3 years) and BASIC LIFE SUPPORT CERTIFICATE (renew every year)   |
| <ul> <li>Please<br/>you cal<br/>and se<br/>your ar</li> </ul> | make sure that you register either in a blended format or in person class training. If you reside in Toronto region, in register for this course at Peak Excellence Shop company website at <a href="https://www.peakexcellenceshop.com/">https://www.peakexcellenceshop.com/</a> lect their Certificate Package or <a href="click here">click here</a> for the list of Ontario WSIB Approve First Aid Trainers available in ea.  |
| online,   | <b>do not</b> register for an Emergency First Aid course or to any company that offers these courses 100% fully we will <b>not</b> accept these types of certificates. We would advise you to retake this course with another company ers it either hybrid or in person and you will have to pay again. All costs and service fees are the responsibility of dent.  |
| cannot<br>in and<br><b>YouTu</b>                              | Il Note to International students who currently reside abroad or overseas only: The SFA and BLS course be started until you are physically in Ontario, Canada. It is essential that you begin as soon as you arrive, settled have an official address here in Ontario, Canada. Please contact me for more information. Check out the be tutorial videos for all the Medical and Non-Medical requirements at <a href="https://www.youtube.com/channel/UClQndxFUqeBVhjB3QKPQ91w">https://www.youtube.com/channel/UClQndxFUqeBVhjB3QKPQ91w</a>   |
|   | Standard First Aid Certificate  |
| ☐ Issued  | Date//_Expiry Date/(three years after the issued date) mm/dd/ yyyy  |
|   | Basic Life Support Certificate  |
| ☐ Issued  | Date/ Expiry Date/(one year after the issued date) mm/dd/ yyyy mm/dd/ yyyy  |
| The W working respon (MSDS potenti                            | azardous Materials Information System (WHMIS) Certificate (renew every three years)  HMIS online training course will provide you a wealth of knowledge and skills to protect yourself and others while g with or around hazardous materials, the health effects of hazardous materials, WHMIS rights and sibilities, hazards classification, symbols and WHMIS 2015 Pictograms and Material Safety Data Sheets (b). These will ensure that you receive the proper training prior to being exposed to any hazards that could ally result in you becoming injured or ill within the school or workplace or surroundings. |
| <u>https:/</u><br>discou                                      | ust register for WHMIS Healthcare online training at Peak Excellence Shop website only at <a href="https://www.peakexcellenceshop.com/">/www.peakexcellenceshop.com/</a> . Please enter COUPON CODE: GBC to pay the \$19.00 dollars student nted rate or scroll down and click on Certificate Packages. Check out the YouTube tutorial videos for all the all and Non-Medical requirements at <a href="https://www.youtube.com/channel/UCIQndxFUqeBVhjB3QKPQ91w">https://www.youtube.com/channel/UCIQndxFUqeBVhjB3QKPQ91w</a>   |
|   | WHMIS Certificate   |
| ☐ Issued  | Date//_Expiry Date// (three years after the issued date)   mm/dd / yyyy   |



NAME x

# S101-FIRST YEAR DENTURISM-ADDITIONAL REQUIREMENTS (submission deadline September 6, 2024) GBC ID# x

# 3. VULNERABLE SECTOR CHECK (renew every year)

- Your academic department requires that all students must have a "clear" vulnerable sector check valid for the academic year. Please attach the original vulnerable sector check record, submit and upload it to Placement Pass by ParaMed (formerly Requisite) portal. If you are excluded from placement due to a "not clear" vulnerable sector check, it will jeopardize your academic standing and can lead to withdrawal. Please contact your Chair to discuss this matter before you register and pay for this program. All costs associated with the vulnerable sector check application and additional fees related to fingerprint, court documents and Record Suspension (formerly Pardon) process are responsibility and paid by the student.
- If you have any history of criminal record or not clear VSC record, please contact us to further discuss how this will have a negative
  impact to your academic and clinical standing in the program. Check out the YouTube tutorial videos for all the Medical and Non-Medical
  requirements at https://www.youtube.com/channel/UCIQndxFUqeBVhjB3QKPQ91w

Are you under 18 years of age? YES\_\_\_\_\_ or NO\_\_\_\_\_ (check mark)

- If your answer is YES, your regional police service will NOT accept and deny your vulnerable sector application at this time. They will allow you to apply only after your 18<sup>th</sup> birthday, please contact us for more information, as this may cause a delay in meeting the submission deadline.
- If your answer is NO, please proceed and follow the instructions according to your Regional Police service below.

#### SPECIAL NOTE FOR INTERNATIONAL STUDENTS CURRENTLY RESIDING ABROAD OR OVERSEAS ONLY:

• The Vulnerable sector check cannot be started until you are physically in Ontario, Canada. It is essential that you begin the process for the Vulnerable sector check as soon as you arrive and have an official address in Ontario, Canada, because the process can take at least 8 to 10 weeks to receive the necessary vulnerable sector check clearance particularly if you live in Toronto region with a postal code that start with letter "M".

For students who reside in the Toronto region: If you need to apply for your VSC and you currently reside in the Toronto region with a postal code that starts with the letter M, follow these steps:

- Contact Suzette Martinuzzi, Clinical Pre-placement Co-ordinator to request the VSC Organization Code.
- ✓ Once you have the code, go to the Toronto Police Service website.
- Scroll down to Vulnerable Sector Check, and read the information provided. Then scroll down to the Register for an Adult Police Record Check Account box and select the Fill Out Form button.
- ✓ Complete the "Registration Account Information" and select the "Process My Registration" button. This creates your account. Now you must complete the six stages (Report, Documentation, Demographics, Payment Status, Authentication Status, and Application Status) of the VSC application. All six stages are mandatory.
- ✓ On the Report Selection page, scroll down to the Vulnerable Sector Check table and choose the Unpaid Student Placement option. Then go to the Reason for the Police Record Check table and complete as follows:
  - under Course Name, type your course (or program) name
  - under VSC Organization Code, type in the code provided to you by the Clinical Pre-placement Co-ordinator
  - under Vulnerable Clientele Duties, type "To provide care, support, and guidance for the health and well-being of vulnerable persons from 1 to 99 years old"
  - where you have to list which vulnerable sectors you will be working with, type "Children, teenagers, elderly, seniors, and persons with physical and mental disability"
- Finish answering the remaining stages. Note that payment for your online application must be provided by credit card only.
- Once your submission has been finalized, Toronto Police Service will send you an email notification indicating when you will receive your VSC results to your email account. Processing times typically take 6 to 8 weeks from the date the application is received but may take longer due to volume of requests and/or time of year.

For students who are 18 years of age or older and currently reside in another region such as (<u>Durham, Halton, Hamilton, London, Niagara, Peel & York)</u> or other province. (If your Postal Code starts with the letter "K, L, N, P", or Out of Province)

- Please check your specific regional police service website and they can take 6 to 8 weeks to process your application form.
- Please apply for vulnerable sector check as it needs to be valid in the academic year, for more details, visit <u>Police Vulnerable Sector Check website.</u> If you require a <u>volunteer letter</u> in order to pay for the student rate (except Peel region), please email us your full name, GBC ID#, program name and your regional police service complete address. For more details, visit <u>Vulnerable sector check website.</u>

| _ | VU                           | LNERABLE SECTOR CHECK                 |                                   |
|---|------------------------------|---------------------------------------|-----------------------------------|
|   | (renew every year and n      | nust be valid from Sept 2024 to April | 2025)                             |
|   | Issued Date//(mm/ dd / yyyy) | Expiry Date//<br>(mm/ dd / yyyy )     | _ (one year after the issued date |



#### **FINAL STEP:**

- Once you have everything completed, your final step is to create an account, submit and upload your Health Form
  documents to the ParaMed Placement Pass website at <a href="https://georgebrowncollege.placementpass.ca/">https://georgebrowncollege.placementpass.ca/</a> by the given
  deadline. If you fail to do so, you will be excluded from clinical practice which can jeopardize your academic standing &
  may lead to program withdrawal.
- After 48 hours, you must log-in to your portal account to check the ParaMed RN evaluation result of your forms, download
  the Student Status Summary Report Certificate and attached it to your original health form documents, as you need to
  show this proof to your upcoming placement agency and for future reference.

#### WHAT'S COMING UP NEXT?

- For 2<sup>nd</sup> year in Fall 2025: you will be required to process and complete a full medical requirement such as (MMR, Varicella, Hep B, COVID-19, Flu shot, TB Skin Test) Also, you will need apply for Vulnerable Sector Check, renew Basic Life Support certificate and book for mask fit test certificate.
- For 3<sup>rd</sup> year in Fall 2026- you will need to renew your Step 1-TB Skin Test, vulnerable sector check and Basic Life Support certificate.



# George Brown College & ParaMed Agreement Form

| l v  | (Print Name) understand that any false statement is   |
|--|---|
| I <u>x</u><br>grounds for cancellation of admiss   | ion.  |
| submitted or withheld. I understan personnel of any communicable d   | the right to cancel my admission privilege on the basis of medical information of that it is my responsibility to inform the appropriate George Brown College sease, special need, exception or medical condition which may place me a rge Brown College or on placement.   |
| I will pay all the services fees and   | authorize ParaMed to review the above information.  |
| x<br>(Signature)   | (Date)  |
| (Signature)  | (Date)  |
| Element of Risk  |   |
| involve certain elements of risk.<br>the student, the placement or the<br>may be injured. Following the He | Ins, such as field trips, clinical and field placements or job shadowing Injuries may occur while participating in this activity without any fault of college. By taking part in this activity, you are accepting the risk that you alth and Safety rules of your placement is required. By signing below you he element of risk and are willing to comply with the Health and Safety |
|  | e reported immediately to your supervisor and to your faculty. Completing forms and reporting any injury while participating in placement must take ince.   |
| <u>x</u><br>(Signature)  | (Date)  |

#### Contact Us

Suzette Martinuzzi, Coordinator at (416) 415-5000 ext. 3415 or via email <a href="mailto:smartinu@georgebrown.ca">smartinu@georgebrown.ca</a> Virtual Business Hours: 8:00 am to 3:00 pm, by appointment only

# FREEDOM OF INFORMATION ANDPROTECTION OF INDIVIDUAL PRIVACY ACT

The personal information on this form is collected under the legal authority of the Colleges and Universities Act, R.S.O. 1980, Chapter 272, Section 5, R.R.O. 1990, Regulation77 and the Public Hospital Act R.S.O.1980 Chapter 410, R.S.O. 1986, Regulations65 to 71 and in accordance with the requirements of the legal Agreement between the College and the agencies which provide clinical experience for students. The information is used to ensure the safety and wellbeing of students and clients in their care.