

POLICE VULNERABLE SECTOR CHECK – DIETETIC PRACTICUM PROGRAM (DPP)

Approval Authority: DPP Committee, Manager, Dietetics DPP

Established On: 2007 09 04

Category: Health Sciences

1.0 POLICY STATEMENT

To ensure that dietetic learners comply with the personnel policies of the facilities, organizations, or agencies in which they may be placed.

- 1.1 All dietetic learners of the DPP are required to obtain a Police Vulnerable Sector Check (PVSC) that verifies they can work in a position of trust with children, seniors or challenged persons.
- 1.2 Any costs associated with obtaining these checks will be incurred by the dietetic learner.

2.0 SCOPE

This policy applies to dietetic learners in the DPP.

3.0 PROCEDURES

In General:

- 3.1 Upon acceptance into the program the dietetic learner will be notified of the requirement to obtain a PVSC.
- 3.2 The learner will disclose the PVSC by uploading a copy to the Synergy Verified platform prior to Orientation Week #1 and commencement of clinical placements.
- 3.3 The offer of admission is contingent on the provision of the Police Vulnerable Sector Check. If a dietetic learner has a record of offences, the Admissions Office will review any files presented with a 'Not Clear' check and determine what action will be taken. Accommodation in practicum placements is not guaranteed. As such, dismissal from the practicum program may be necessary.
- 3.4 The dietetic learner will keep the original criminal record check card. The learner will be notified of the need to provide these documents to the preceptor or appropriate other(s) when commencing a placement with a new agency.

4.0 ROLES AND RESPONSIBILITIES

The DPP Committee is responsible for the review and approval of this policy. The Manager, Dietetics is responsible for the oversight, execution, and revision of this policy and its procedures.

5.0 GETTING HELP

Questions of interpretation or application of this policy or its procedures will be referred to the Manager, Dietetics.

AUTHORITIES AND OFFICERS

The following is a list of authorities and officers for this policy:

- a. Approving Authority: DPP Committee
- b. Responsible Officer: Manager, Dietetics
- c. Procedural Authority: DPP Committee
- d. Procedural Officer: Manager, Dietetics

Review and Revision History

Review Period: 2 years or as required

Date for Next Review: 2026 08 01

Date	Action
2007 09 04	First Version
2016 08 22	Minor Edits
2018 08 01	New Template, Minor edits
2021 08 13	Health Sciences & Interprofessional Education Committee dissolved June 2021. DPP Committee now responsible.
2022 10 12	New template
2023 09 04	Minor edits
2023 10 25	Updated 3.3 to include clearer outcomes for learners with a 'not clear' check. Approved by DPP Committee
2024 08 06	Program and manager title changes throughout