

EASTERN HEALTH ELECTIVES PROGRAM

Frequently Asked Questions

1. Can I send my application more than 6 months in advance?

Applications must be submitted within the lodgement dates as stated on the Eastern Health Electives website. Applications submitted outside this timeframe will not be considered.

2. Do you have placements available in a particular department (eg; Emergency Medicine) at a particular Hospital (e.g. Maroondah) between dates &?

Placements are determined by the availability of doctors in each department. It will also depend on local student numbers and whether there is an available doctor to supervise. Without an application we cannot approach a doctor to secure a placement.

3. Is an elective placement strictly 8 weeks?

No, Clinical elective placements are limited to a total of 8 weeks. Placements are accepted for 4 weeks, 6 weeks and 8 weeks.

4. Can I undertake an elective placement in two specialties?

Yes, a “split placement” can be requested by students providing their total placement time amounts to a maximum of 8 weeks. Students can apply for 4 weeks in one specialty and 4 weeks in another.

5. Is it possible to do an elective placement in a group of 2 or more as we are travelling together?

We will attempt to place students travelling as a group together but this cannot be guaranteed.

Each student must submit an individual application.

6. Has my application been received? How will I know that I have been successful in a placement?

Once we have received your application we will send an acknowledgement email. It can take 8 weeks to process the application.

7. What is MIPS? Why do I need it? And where do I get it from?

MIPS stands for [Medical Indemnity Protection Society](#) who can provide free indemnity insurance to medical students. Whilst you are undertaking elective placements within the Eastern Health group of hospitals you will NOT be enrolled as a student of Monash University or Deakin University. As such you will not be covered by the University’s insurance. You must therefore arrange your own personal accident insurance, health insurance, professional indemnity insurance and public liability insurance. If these requirements are not met your will not be allowed to commence your elective placement.

8. What fees apply and how do I pay for them?

An administration fee of AUD\$1,100.00 is requested once you have received a confirmation of placement from us. This fee is due within 6 weeks of the confirmation of placement and can be paid in three ways. EFT, Bankers Cheque/Draft, or Bpay. Your payment preference should be clearly marked on your application form so we can arrange documentation in advance. Please refer to Appendix B on page 12 of Eastern Health Electives Program Guidelines.

9. Do I have to be the credit card holder in order to make the payment?

No you do not have to be the credit card holder. Another person can pay on your behalf however you will need to contact Eastern Health Electives in advance to arrange this.

10. Once I have paid my AU\$1,100, will there be any further fees that will be required?

No, your fee of AUD\$1,100.00 is a one off cost per elective. No other fees for your placement will be required

11. What type of Visa will I need to do my elective in Australia?



If you are from overseas you are required to apply for a visa to enter Australia. Eastern Health Electives Program cannot provide information to students regarding the type of Visa required and the conditions of the visa please contact the Department of Immigration and Border Security <https://www.border.gov.au> .

12. Can I start my elective on a Friday?

No, Elective placements with Eastern Health strictly commence on a Monday and finish on a Friday. If the Monday of commencement falls on a public holiday then the student will commence on the next business day.

13. What should I wear during my elective?

Please refer to section 15, page 8 of the Eastern Health Electives Program Guidelines

14. Is accommodation provided?

Students need to arrange their own accommodation. Please visit <https://www.studymelbourne.vic.gov.au/> for useful information.

15. Can the school complete a form required by my university once I do my elective?

Eastern Health Electives program will provide you with a Declaration of Attendance at the end of your placement. This will outline the dates of your placement and where you were placed. We cannot provide formal tuition or graded assessments. We will not complete forms issued by your University.

16. Can I scan/email my Police checks and other associated documents?

Yes, all documentation can be scanned and emailed. Upon commencement of your placement, you are required to keep your original copy of Police Checks, Working with Children checks with you at all times.

17. What is the best way for me to send you my required documentation?

Your documentation should be scanned and **emailed to us in PDF format**. We will not accept photos taken of documentation as this is often unreadable.

18. I cannot get a National Police Check from my country without a letter from your organisation confirming my placement.

Some countries will not issue a National Police check without a confirmation letter from the University. Eastern Health Electives Program can provide you with a letter substantiating your application submission with us. This letter is not a confirmation of placement letter but will confirm that you have applied for a placement, the specialty you have requested and the dates you have requested.

19. Can I get discounted Public Transport as in International Student?

No, Only Students that are Australian or New Zealand residents that are currently studying full time at an approved Australian University can apply for Student Concession on the Public Transport System. Please see guidelines for further information.