SPHCM POLICY AND PROCEDURE CHECKLIST

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| The following documents need to be reviewed prior to commencing at the placement | |
| **√** n/a | **Important Policy and Procedure**  UNSW Copyright Policy  NHMRC Responsible conduct of research  Conflict of Interest Policy  UNSW Intellectual Property Policy  UNSW Student Complaint Procedure  UNSW Insurance Coverage for Students on Placement  UNSW Travel Policy and travel approval form  Relevant risk assessment(s) |

**The completed form has to be forwarded to Vanessa Green (**[**v.green@unsw.edu.au**](mailto:v.green@unsw.edu.au)**) before departing for your internship or research project.**

Student Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_

Academic Supervisor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_