

Date:

To Whom It May Concern:

Students completing a PPL field placement course at Durham College of Applied Arts & Technology are required to complete **unpaid** field placement hours in a program-related setting.

These students will be in a position of trust and/or authority with the vulnerable population.

Students' general duties range from frontline/direct social service work, in-school mentorship, day care services and assisting the physically and intellectually disabled.

Students are placed in social services agencies, day care centres, schools, hospitals long term care and/or correctional facilities.

In compliance with the Ministry of Training, Colleges and Universities, our students registered in a field placement are covered with comprehensive liability insurance for the duration of their field placement.

**Please complete a Criminal Reference Check with a Vulnerable Sector Screen for the following student:**

<b>Full Name</b>		<b>Date of Birth (DD/MM/YYYY):</b>	
<b>Full Mailing address</b>			

The above student requires the Criminal Reference Check for the following program or course: *(check one)*

- |  |  |
|--|--|
| <input type="checkbox"/> Early Childhood Education Field Placement | <input type="checkbox"/> Palliative Care Field Placement             |
| <input type="checkbox"/> Observing the Young Child Course          | <input type="checkbox"/> Perinatal / Obstetrics (RN / RPN) Practicum |
| <input type="checkbox"/> Educational Support Field Placement       | <input type="checkbox"/> Retirement Communities Field Placement      |
| <input type="checkbox"/> Mental Health Nursing (RN/RPN) Practicum  | <input type="checkbox"/> Social Service Worker Field Placement       |
| <input type="checkbox"/> Oncology RN or RPN Field Placement        | <input type="checkbox"/> Victimology (Community Partnerships II)     |
| <input type="checkbox"/> Other: _____                              |  |

Sincerely,



Laurel Kimball, Placement Officer  
Professional and Part-Time Learning, Durham College  
P: 905-721-2000 x 2260  
Field Placement website: [www.durhamcollege.ca/ppl/fieldplacement](http://www.durhamcollege.ca/ppl/fieldplacement)