



Errington Special Education Centre



Non-Department External Service Provider checklist

Engaging South Australian Non-Department for Education external practitioners for the assessment and support of students has limitations and specifications that assist in maintaining integrity and privacy of children and their families whilst attending Errington Special Education Centre.

The school is responsible for maintaining appropriate records and documentation relating to the procurement of an external provider/Non-Department for Education external practitioner.

Essential Requirements and Verification

- Photo Identification: Cited and Recorded: Yes _____ No: _____
- Current health profession board/association registration or eligibility for membership (e.g., Psychology Society of Australia (PBS), Australian Health Practitioner Regulation Agency (AHPRA)
- Association name: _____
- Association number: _____
- Cited and Recorded: Yes _____ No: _____
- Australian Business/Company Number (ABN/ACN): _____
- Cited and Recorded: Yes _____ No: _____
- Professional indemnity Insurance:
- Insurance company name: _____
- Policy number: _____
- Cited and Recorded: Yes _____ No: _____
- Working with Children Clearance Notice:
- Number: _____ Expiry date: _____
- Cited and Recorded: Yes _____ No: _____
- Responding to Risks of Harm, Abuse and Neglect Clearance notice:
- Expiry date: _____
- Cited and Recorded: Yes _____ No: _____
- Informed consent by parent/guardian prior to providing any services to children:
- Cited and Recorded: Yes _____ No: _____
- COVID 19 Vaccination:
- Cited: Yes _____ No: _____

Knowledge and Understanding

- Assessment reports need to demonstrate and fulfill all criteria within the DSM5 or ICD10: [Online Assessment Measures \(psychiatry.org\)](https://www.psychiatry.org), [ICD-10 Version:2010 \(who.int\)](https://www.who.int)
- Declaration of Conflict of interest:

- Certification(s) or Training:

- Access to own assessment resources (e.g., test kits, booklets, visible learning, AAC)

- Clarification of any potential role to be undertaken on school grounds:

- Evidence of previous experience working in a school setting, special school setting:



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- Knowledge and understanding of cultural awareness:
