

Pre-Placement Requirement Clearance Information (AFMC International Students)

In partnership with Synergy Verified

Western University has partnered with Synergy Verified to provide support and clearance for pre-placement requirements. You will not be required to upload prerequisite documents into the AFMC portal with your initial application. Once you have applied, and if a visiting elective placement offer is made and accepted, you will then undergo prerequisite verification through Synergy Verified.

To have your documents validated you are required to book an Electronic Requirements Verification (ERV) review through Verified, a proprietary platform that is used by students across Ontario for the purpose of digitally collecting placement requirements and documentation for verification.

As part of your visiting elective application, you will need to complete and upload a form providing consent for your personal information to be shared with Synergy for the purpose of pre-placement clearance. On this form, you will be required to provide your MINC number so that you can be uploaded into the Synergy Verified system, should you accept a visiting elective offer.

YOUR ERV REVIEW

After you have accepted a visiting elective offer, your information will be turned over to Synergy. Once Synergy has added you to their system, you will receive login credentials to access your Verified account. You will use Verified to:

- Upload your required documentation for review.
- Book your ERV review. The service reviews the documents you have uploaded and provides you a status indicating your eligibility for placement.

It is recommended that you complete your Synergy Verified clearance appointment within 3 weeks of accepting your visiting elective offer. You are encouraged to book your review early, even if you do not have all documentation in place. Do not wait until a week or two before the deadline to book your review; review times will fill. The final deadline by which you need to have passed your review appointment is 1 week prior to your elective start date. Failure to do so will result in your elective being cancelled.

You are encouraged not to book your review for the last available date to allow time for you to book a follow-up review before the deadline should you have documentation missing.

Ensure all pre-placement documents are uploaded to your account by 9:00am on the day of your review. If documents are missing or a requirement is not complete, you will not be cleared for placement and will need to book a follow-up review for an additional fee.

You do not need to be “present” on the day of your review – this is the date that staff at Synergy Verified retrieve your documents for review. Your Verified account status will be updated (pass/fail/pending) once your documents have been reviewed and verified by Synergy staff.

Once you have been cleared by Synergy Verified for your elective placement, the elective coordinator will notify the clinical department of your status.

https://verified.sgappserver.com/s_Login.jsp

SYNERGY VERIFIED - USER FEES (2022 - 2023)

Initial Clearance Review	\$ 40.25 +TAX
Missed Review	\$ 40.25 +TAX
Follow-up Review	\$ 10.00 +TAX

Synergy Verified is here to help with anything related to your account. **Contact Synergy Verified at www.Synergyhelps.com** . Submit a Help Desk ticket and they will be in touch; all support is conducted via email to ensure a detailed documentation trail. Help Desk hours are Monday to Friday, 10am – 3pm (EST), excluding holidays.

PRE-PLACEMENT REQUIREMENTS

list subject to change based on agency requirements

Students with requirements expiring during the placement period must renew (before expiry) and submit updated documentation to Verified to continue to be eligible for placement. This will require another ERV review and there will be a charge for this review.

MEDICAL REQUIREMENTS

AFMC Student Portal Immunization and Testing Form

Every student must submit this form to obtain clearance.

Tetanus/Diphtheria

Documentation of a primary series (3 doses) is required.
Students must provide proof of vaccine received within the last 10 years.

Pertussis

Document proof of vaccination after 18 years old.
Students must provide proof of vaccine within the last 10 years

Polio

Documentation of primary series (3 doses) is required

MMR

Bloodwork showing immunity or proof of 2 vaccinations

Varicella

Bloodwork showing immunity or proof of 2 vaccinations

Influenza

Influenza immunization is not usually available until October and takes 2 weeks to become effective therefore students should obtain the vaccine as soon as it becomes available.

COVID-19

Documented proof of primary series (2 doses) is required.

Hepatitis B Surface Antibody Serology – Mandatory.

You must submit proof of Hepatitis B Surface Antibody blood test results.

Hepatitis B Vaccinations – Proof of primary series of vaccinations is required. If your serology results show you are not immune, then boosters will be required. You can have up to 3 additional boosters. Blood work will be required after each booster. To obtain conditional clearance you will need to show proof that a booster has been administered.

Tuberculosis (Mantoux) – 2 Step TB Skin Test (+ 1-Step Test if required)

Documented proof of a baseline 2-step TB Skin Test (TST) can be accepted if completed after March 2020. If 2-Step TST was completed before March 2020 than please submit it along with a current 1 step TB test. A medical follow-up with chest x-ray is required if a person has EVER had a documented positive TB Skin Test.

NON-MEDICAL REQUIREMENTS

Mask Fit Testing

Required. Mask Fit Models: 1804, 1860, 1860s, 1870+. Valid for 2 years

Criminal Record Check – From Home Country

Must provide CRC from Home Country in which you are currently studying. Valid for 1 year

Letter of Good Standing

Must have name, student number, graduation year (2024 or 2025), that you are in good standing, and that the program is in English.

Health Insurance/Provincial Health Card

Required – Must be valid until September 2024.

Proof of Canadian Citizenship or Permanent Residency

Submit a copy of your passport, birth certificate, citizenship card/certificate, or permanent residency card