

(S303) Honours Bachelor of Behaviour Analysis (Fall Term 2026)

Year 4: Returning Semester 7 & 8 students

Renewal Health Form deadline: July 31, 2026

RETURNING STUDENT CHECKLIST & ACTION REQUIRED

Notice: If you are planning to continue your studies in this program, it is your **responsibility** to start and meet all the health form requirements outlined below. This process will take **about 8 to 10 weeks** to complete and you must have a “clear” vulnerable sector check valid every year. If you **fail** to complete and submit these requirements to Paramed by the given deadline, you will be **excluded** from clinical practice which can jeopardize your academic standing & lead to program **withdrawal**. All costs, service fees and fine associated with the overall medical and additional requirements are the responsibility of the student.

Book an appointment with your doctor/Walk-In Clinic. Bring this health form to your appointment and advise your doctor to sign and stamp your health form documents upon completion of all medical requirements.

MEDICAL REQUIREMENTS (Mandatory)

- Step 1-Tuberculosis Skin Test (must be valid for each year for the duration of placement from Sept 2026-April 2027) pg. 2
- Final doctor/physician signature & medical office stamp (*fees will apply*), pg. 2

ADDITIONAL REQUIREMENTS

- Vulnerable Sector Check (*must be valid for six months for the duration of placement from Sept 2026-April 2027*) **pg. 3**
- Paramed Placement Pass Service Fees
- Fill-out & complete all the top sections with your name, ID#, program, issued/expiry dates and Agreement Form, **pgs.**

PLACEMENT PASS BY PARAMED SERVICE FEES (*rates are subject to change, student pays*)

Once you have everything completed, your final step is to create an account and upload your completed Health Form documents to the new Paramed Placement Pass website at <https://georgebrowncollege.placementpass.ca/> by the given deadline.

(as of September 1, 2024)

- Initial Submission Fee - \$73.45 dollars (submission of health form, RN fee, archives & medical access online)
- Resubmission Fee (due to a Deficiency List Form) - \$36.25 dollars

CONTACT US

- **Suzette Martinuzzi**, Pre-placement Coordinator
Telephone: (416) 415-5000 ext. 3415
Email: CPOHealthForm@georgebrown.ca
Business Hours and Locations (Appointment only):

**(S303) Honours Bachelor of Behaviour Analysis Program-4TH Year Semester 7 & 8
ADDITIONAL REQUIREMENTS (submission deadline is on July 31, 2026)**

NAME x _____ GBCID# x _____

VULNERABLE SECTOR CHECK (must be valid for six months for the duration of placement from Sept 2026-April 2027)

Note: Your academic department requires that all students must have a “*clear*” vulnerable sector check valid for the academic year. Please attach the original police vulnerable sector check record and submit to ParaMed. If you are **excluded** from placement due to a “*not clear*” vulnerable sector check, it will jeopardize your academic standing and can lead to withdrawal. Please contact your Chair to discuss this matter before you register and pay for this program. All costs associated with the vulnerable sector check application and additional fees related to fingerprint, court documents and Record Suspension (formerly Pardon) process are responsibility and paid by the student. **Please read instructions below in how to apply for your police check according to your regional police service below.**

For students who reside in the Toronto region:

If you need to apply for your VSC and you currently **reside in the Toronto region with a postal code that starts with the letter M, follow these steps:**

- ✓ Contact [Suzette Martinuzzi, Clinical Pre-placement Co-ordinator](#) to request the VSC Organization Code.
- ✓ Once you have the code, go to the [Toronto Police Service website](#).
- ✓ Scroll down to Vulnerable Sector Check, and read the information provided. Then scroll down to the Register for an Adult Police Record Check Account box and select the Fill Out Form button.
- ✓ Complete the “Registration Account Information” and select the “Process My Registration” button. This creates your account. Now you must complete the six stages (Report, Documentation, Demographics, Payment Status, Authentication Status, and Application Status) of the VSC application. All six stages are mandatory.
- ✓ On the Report Selection page, scroll down to the Vulnerable Sector Check table and choose the Unpaid Student Placement option. Then go to the Reason for the Police Record Check table and complete as follows:
 - under Course Name, type your course (or program) name
 - under VSC Organization Code, type in the code provided to you by the Clinical Pre-placement Co-ordinator
 - under Vulnerable Clientele Duties, type "To provide care, support, and guidance for the health and well-being of vulnerable persons from 1 to 99 years old"
 - where you have to list which vulnerable sectors you will be working with, type "Children, teenagers, elderly, seniors, and persons with physical and mental disability"
- ✓ Finish answering the remaining stages. Note that payment for your online application must be provided by credit card only.
- ✓ Once your submission has been finalized, Toronto Police Service will send you an email notification indicating when you will receive your VSC results to your email account. **Processing times typically take 6 to 8 weeks from the date the application is received but may take longer due to volume of requests and/or time of year.**

For students who currently reside in another region such as [\(Durham, Halton, Hamilton, London, Niagara, Peel & York\) or Out of Province](#). (If your Postal Code starts with the letter “K, L, N, P”, or other province).

- Please check your specific regional police service website and they can take **8 to 10 weeks** to process your application form.
- If you require a **volunteer letter** to pay for the student rate (except Peel region), please email us your full name, GBC ID#, program name and your regional police service complete address. For more details, visit [Vulnerable Sector Check website](#)

FINAL STEP:

- Once you have everything completed, your final step is to create an account, submit and upload your Health Form documents to the **Placement Pass by ParaMed portal** at <https://georgebrowncollege.placementpass.ca/> by the given deadline.
- After 48 hours, you must log-in to your portal account to check the ParaMed RN evaluation result of your forms, download the Student Status Summary Report Certificate and attached it to your original health form documents, as you need to show this proof to your upcoming placement agency and for future reference.

George Brown College & ParaMed Agreement Form

Name x _____

Program: (S303) Honours Bachelor of Behaviour Analysis-4th year Semester 7 & 8

I x _____ (Print Name) understand that any false statement is grounds for cancellation of admission.

I understand that the college has the right to cancel my admission privilege on the basis of medical information submitted or withheld. I understand that it is my responsibility to inform the appropriate George Brown College personnel of any communicable disease, special need, exception or medical condition which may place me at risk or pose a risk to others at George Brown College or on placement.

I will pay all the services fees and authorize ParaMed to review the above information.

x _____

(Signature) (Date)

Element of Risk

All experiential learning programs, such as field trips, clinical and field placements or job shadowing involve certain elements of risk. Injuries may occur while participating in this activity without any fault of the student, the placement or the college. By taking part in this activity, you are accepting the risk that you may be injured. Following the Health and Safety rules of your placement is required. By signing below you agree that you have reviewed the element of risk and are willing to comply with the Health and Safety Rules of your placement.

If an injury should occur, it must be reported immediately to your supervisor and to your faculty. Completing Workers Safety Insurance Board forms and reporting any injury while participating in placement must take place within **72 hours** of occurrence.

x _____

(Signature) (Date)

Contact Us

Suzette Martinuzzi, Coordinator via email CPOHealthForm@georgebrown.ca

Virtual Hours: :900 am to 3:00 pm, visit [FT Program Pre-placement](#)

FREEDOM OF INFORMATION AND PROTECTION OF INDIVIDUAL PRIVACY ACT

The personal information on this form is collected under the legal authority of the Colleges and Universities Act, R.S.O. 1980, Chapter 272, Section 5, R.R.O. 1990, Regulation 77 and the Public Hospital Act R.S.O. 1980 Chapter 410, R.S.O. 1986, Regulations 65 to 71 and in accordance with the requirements of the legal Agreement between the College and the agencies which provide clinical experience for students. The information is used to ensure the safety and wellbeing of students and clients in their care.