**Student Placement Log**

A Record of Student Placement Hours

(total of 200 hours minimum incl. 40hrs of client contact & 10hrs of supervision)

**Note:**

* Please log placement hours inclusive of client contact and supervision hours accrued in placement.
* Under the “Date” column, students may choose to log their activities in time blocks, such as daily/weekly.

| **Student Details** | | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Name |  | | | | | | | |
| Cohort |  | | | | | | | |
| **Host Organisation/Private Practice Details** | | | | | | | | |
| Name |  | | | | | | | |
| Contact (phone no. & email) |  | | | | | | | |
| **Supervisor/s Details (host organisation and/or external)** | | | | | | | | |
| Name |  | | | | | | Name |  |
| Contact (phone no. & email) |  | | | | | | Contact (phone no. & email) |  |

| Date | Activity | In person/Online | Duration |
| --- | --- | --- | --- |
| *e.g. 2-9 Aug 2021* | *Daily intake interviews, administration tasks, team meetings, staff training and supervision* | *In person* | *30 hours* |
| *e.g. 16 Aug 2021* | *Support worker and assistant on mental health retreat* | *In person* | *8 hours* |
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| **Total Placement Hours (incl. supervision & client contact hours):** | | | |
| Student Name: .................................................... Signature:........................................................  Date:.................................................................... | | | |
| Host Organisation/External Supervisor Name: ....................................................  Signature:........................................................  Date:.................................................................... | | | |