

Clinical Requirement Checklist

As a health and service discipline, there are several clinical requirements for nursing students. The purpose of these is to protect you and the clients we serve and to be congruent with the expectations of the agencies in which we learn. Keeping your information current is your responsibility. Use this checklist as a guide to the items that need to be submitted.

**Due date for completing and submitting Part 1
February 3rd, 2020**

PART 1: ITEMS TO BE COMPLETED AHEAD AND LATER SUBMITTED ONLINE

Instructions will be sent in **December** regarding how to set up your online account in *Complio*. All documents for the items listed below must be uploaded into this system. **Best practice: Have items 1 & 2 ready to upload by January 5th, 2020.**

1. School of Nursing Immunizations and Testing

- a. **Tdap** (Diphtheria/Tetanus/Pertussis) - FULL Tdap (not Td-only) shot within last 10 years.
- b. **MMR** (Measles, Mumps, Rubella) - two vaccinations (≥ 28 days apart) or a titer to show immunity.
- c. **Hepatitis B** - To start the program, student must provide one of the following options:
 - i. Proof of 3 childhood Hep B shots + a positive/reactive Hep B titer result (immunity achieved)
 - ii. Proof of 3 childhood Hep B shots + a negative/nonreactive/equivocal Hep B titer result + a booster shot after the negative titer (continue along [HBV Protocols Flowsheet](#) until immunity achieved or found to be a non-responder while in the program)
- d. **Tuberculosis** (two skin tests or one Q-Gold blood test) See [TB Testing Guide](#)
 - o **TWO PPD Skin Tests (4 office visits):**
 - i. The first TB skin test must have been completed **between Sept. 1st, 2019 and Jan. 20th, 2020.**
 - ii. The second TB skin test must be completed **between Dec. 10th, 2019 and Jan. 27th, 2020.**
 - o **ONE QuantiFERON-TB Gold (Q-Gold) blood test:**
 - One Q-Gold blood test required. Must be completed **between Dec. 10th, 2019 and Jan. 27th, 2020.** This blood test may be completed instead of the skin tests.
 - o ***If you have a history of positive TB, submit:**
 - The positive TB test indicating history of infection
 - A clear chest x-ray from within the past 5 years
 - A review of symptoms form or note from a provider indicating no symptoms of active TB infection
- e. **Varicella/Chickenpox** - documentation of two vaccinations (≥ 28 days apart) or a titer to show immunity
- f. **Influenza** - to be completed during the flu season around October - November

2. American Heart Association-issued BLS Provider CPR card

Needs to be certification for **Health Care Provider CPR** (it also may be called **BLS Provider**) issued by the **American Heart Association**. This includes AED, adult, child, and infant CPR ONLY. Training must include psychomotor and written testing. Certification must be kept current through graduation. **Certification from an institution other than the American Heart Association is not accepted.**

*Training locations & class dates for your area can be found at the [American Heart Association webpage](#).

3. **Criminal History Background Check** – will be completed through online *Complio* system. Once ordered, no action is needed. Instructions will be sent in December.
4. **Drug Testing** – will be ordered through online *Complio* system. Instructions will be sent in December.
5. **Bloodborne Pathogen, OSHA, HIPAA training**—instructions will be sent at a later date.

Any questions regarding this checklist may be directed to
Nozomi Birkett by email birkett@up.edu

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**Due date for completing and submitting Part 2
August 4th, 2020**

PART 2: ADDITIONAL ITEMS TO BE COMPLETED AT A LATER DATE

*Instructions will be sent in **July** regarding how to set up your additional online account in ACEMAPP. This tracking system will be integrated with your Complio account and will be used for assessment completion, clinical site onboarding, document signing, and other special requirements.*

- 1. Clinical Orientation Training**—HIPAA, OSHA, Bloodborne Pathogens assessments completed in ACEMAPP system. Assessments in ACEMAPP must be completed even though similar training was received prior.
- 2. Official Photo ID**—to be submitted online through the ACEMAPP system. (Driver's License, Passport, Military ID etc.)
- 3. Student Personal Identification Information Sharing Statement**—completed online through ACEMAPP system
- 4. Driver Safety Training**— All students driving privately-owned vehicles, either borrowed or owned, for University activities (including clinicals) must complete a one-time, online Driver Safety Training.
 - Completed [online](#) through Moodle. **University Driver Information Form** must also be filled out and submitted to Public Safety. Form is available for download at the bottom of the Moodle course.
- 5. Employment Survey**— Complete [online survey](#) to inform clinical staff of current or past employment or volunteer experience at clinical sites. This will affect how your computer access is set-up and is very important information to have by the time clinical placements are made.

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