Clinical Compliance Checklist

Following is a checklist of clinical compliance items that are required of every College of Nursing (CON) student who is required to complete clinical hours. Because several of these items can take a while to complete, the CON strongly encourages you start completing these items and collecting the required documentation as soon as possible.

All students must comply with all requirements for every clinical facility to which they are assigned, including requirements related to COVID-19 vaccination and/or testing. The CON will not modify assigned clinical placements if a student cannot or does not comply with the clinical facility’s requirements. Please also keep in mind that clinical requirements for sites will continue to change. If a student does not meet the requirements of their assigned clinical site and therefore, is not able to participate in their assigned clinical hours, the student will not be successful in the course and/or program.

These requirements are uploaded and tracked in the CON’s clinical compliance system, CastleBranch (CB). The CON will pay for the student’s CB account. After accepting admission to the program, students will receive an email with instructions on how to set up their CB account. The student is responsible to pay all other fees associated with the below requirements.

Detailed information on each of these items are listed on the following pages, please read carefully.

☐ 1. AZDPS Fingerprint Clearance Card: Level 1

☐ 2. Proof of Immunization Records
   • The CON strongly encourages you schedule a visit with your health provider or UA Campus Health to review your specific immunization record

☐ 3. Basic Life Support (BLS) / Cardiopulmonary Resuscitation (CPR) Certification

☐ 4. Proof of Health Insurance

☐ 5. Substance Screening Test
   • Admitted students will receive instructions on how to complete this step

☐ 6. Background Check
   • Admitted students will receive instructions on how to complete this step

☐ 7. OSHA/HIPAA UAccess Training
   • Admitted students will receive instructions on how to complete this step
<table>
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<tr>
<th>Vaccinations</th>
<th>Titers</th>
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| **☐ Measles, Mumps, Rubella (MMR)**<br>One of the following is required | • A positive antibody titer test for Measles/Rubeola, Mumps, and Rubella.  
  o A lab report must be submitted  
  o Must be the IgG titer test  
  • If the titer is negative or equivocal and you do not have proof of 2 MMR vaccines, you must complete the MMR vaccination series and retake and submit a titer test after 4-8 weeks after.  
  o If you have proof of 2 MMR vaccines, you have already met the requirement. |
| **☐ Varicella (Chicken Pox)**<br>One of the following is required | • A positive antibody titer test for Varicella.  
  o A lab report must be submitted  
  • If the titer is negative or equivocal and you do not have proof of 2 Varicella vaccines, you must complete the Varicella vaccination series and retake and submit a titer test after 4-8 weeks after.  
  o If you have proof of 2 Varicella vaccines, you have already met the requirement. |
| **☐ Tetanus, Diphtheria, and Pertussis** | • A positive antibody titer for Hep B is required  
  o A lab report must be submitted  
  o Must be an anti-HBs or HBsAb titer test, also called a Hepatitis B surface antibody test.  
  • If your titer is negative or equivocal you must retake and submit a titer test 4-6 weeks after completing either:  
  o The Hep B booster (**RECOMMENDED**) OR  
  o The full 2-3 step Hep B vaccination series |
| **☐ Influenza (Flu Shot)** | • A flu shot is required to be administered every flu season.  
  o If your clinical compliance deadline falls within flu season (August through April), you must provide proof of receiving that season’s flu shot before the clinical compliance deadline  
  o If your clinical compliance deadline falls outside flu season (May through July), you may wait for the coming flu season and then you must provide proof of receiving the new season’s flu shot before September 30th.  
  • All flu shots must be renewed by September 30th each year, unless specifically indicated otherwise |
| **☐ COVID Shot** | • If any test is positive, you must provide a clear Chest X-Ray  
  o A lab report or physician verification of results required  
  • Any result above 10mm is considered positive, regardless of provider interpretation  
  o A result of 10mm that is interpreted as ‘negative’ by the provider, will be accepted  
  • When renewing, regardless of what test was submitted previously, a 1-Step skin test or any of the above options will suffice.  
  o All TB tests must be renewed at least annually  
  o A chest x-ray must be renewed at least every two years |
| • 2 MMR vaccinations, at least one-month apart  
  o If you have proof of 2 MMR vaccinations no titer test is required. | • 2 Varicella vaccinations, at least one-month apart  
  o If you have proof of 2 Varicella vaccinations no titer test is required. |
| □ Measles, Mumps, Rubella (MMR) | □ Varicella (Chicken Pox) |
| □ Varicella (Chicken Pox) | □ Tetanus, Diphtheria, and Pertussis |
| □ Influenza (Flu Shot) | □ Hepatitis B |
| □ COVID Shot | □ Tuberculosis (TB) |

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Other Medical Tests

**☐ Tuberculosis (TB)**

- A negative result for one of the following is required:
  - Quantiferon Gold Blood Test (**RECOMMENDED**) OR
  - A lab report or physician verification of results required
  - T-Spot Blood Test OR
  - A lab report or physician verification of results required
  - 2-Step TB skin test OR
  - The tests must be within 1-3 weeks of each other, and the oldest test cannot be more than 6 months old

- You must wait at least one month after receiving any vaccine before you can complete a TB test, so plan accordingly.

- If any test is positive, you must provide a clear Chest X-Ray
  - A lab report or physician verification of results required

- Any result above 10mm is considered positive, regardless of provider interpretation
  - A result of 10mm that is interpreted as ‘negative’ by the provider, will be accepted

- When renewing, regardless of what test was submitted previously, a 1-Step skin test or any of the above options will suffice.
  - All TB tests must be renewed at least annually
  - A chest x-ray must be renewed at least every two years
Other Requirements

☐ AZ DPS Level 1 Fingerprint Clearance Card
   • A front and back copy of an active AZ DPS Level 1 Fingerprint Clearance Card is required to always be on file.
     o Obtained from Arizona Department of Public Safety, see the document How to Obtain a Fingerprint Card for details.
     o The process can take several weeks, so we recommend starting this process as soon as possible.
       ▪ Proof that AZ DPS has approved a Level 1 Fingerprint Clearance Card will be accepted temporarily while waiting for the physical card to arrive via mail.
     o The card must be renewed every 5 years.
     o Students are required to immediately inform the College of Nursing of any changes to their Fingerprint Clearance Card status (i.e., canceled, suspended, loss of Level 1 clearance, etc.)

☐ Basic Life Support (BLS) / Cardiopulmonary Resuscitation (CPR) Certification
   • A front and back copy of an active BLS (CPR) certification card is required to always be on file.
     o The BLS or CPR certification must be from the American Heart Association (AHA)
       ▪ The CON recommends BLS for Healthcare Professionals from the AHA
     o Every card must contain the words “American Heart Association” and the AHA logo.
     o Paper certificates or letters from providers stating certification will be accepted for 30-days until the physical certification card is received by the student and uploaded into Castle Branch.
     o The certification must be renewed every two years, unless indicated otherwise

☐ Health Insurance
   • A front and back copy of a current health insurance card or proof of coverage is required to always be on file.
     o If the student’s name is not on the document, verification of coverage from provider is required.
     o Health insurance must be re-uploaded annually
   • All students may purchase insurance through UA Campus Health, but international students are required to purchase health insurance through the UA Campus Health (see details on this requirement here).
   • Regardless of insurance provider, all students must have access to in-network providers within the same city/area of their clinical site/program

☐ Substance Screening Test
   • A drug/alcohol screening test substance is required to always be on file.
     o Students must order their drug screen through the CB system.
     o The test must be negative for controlled substances (unless prescribed by a clinician), medical marijuana, non-medical marijuana, and illegal substances
     o The screening test must be repeated every 3 years, or as needed by the College of Nursing and/or clinical placement sites

☐ Background Check
   • A clear background check is required to always be on file.
     o Students must order their background check through the CB system.
     o This background check is separate from the fingerprint clearance card.
     o Students may be required by the College of Nursing and/or clinical placement sites to complete additional background checks during their program

☐ “HIPAA” and “OSHA/Bloodborne Pathogen” UAccess Training
   • A certification of completion of both the “HIPAA” and the “OSHA/Bloodborne Pathogen” trainings is required to always be on file.
     o Students will complete their trainings in EDGE Learning via UAccess. Use the search bar to find the training.
       ▪ If you are having difficulties, please reach out to University IT (UITS)
     o Both trainings are due before the first day of classes when completing them for the first time
       ▪ Both trainings must be repeated annually