

## School of Nursing

**NURSING GRADUATE STUDENTS  
HEALTH & SAFETY CLEARANCE REQUIREMENTS  
FOR CLINICAL AND PRACTICUM COURSES**

**Rationale for Health and Safety Requirements**

Clinical agencies are required by their accrediting and regulatory bodies to guarantee that staff, students, faculty and visitors meet health and safety standards. There are periodic audits by agency representatives to verify that the School of Nursing (SON) is compliant. Student cooperation in meeting the *Health and Safety Requirements* will enable students to have access to the clinical sites that are a requirement for their graduate education.

<b>CLEARANCES DUE WITH APPLICATION</b>	<b>RENEWAL / DUE DATE</b>
<p>□1. <b>RN License:</b> Submit with application. To confirm that there are not restrictions on your license, print verification from DORA website (Colorado) or from your state's licensing website. (<a href="http://www.dora.state.co.us/registrations/verification.htm">http://www.dora.state.co.us/registrations/verification.htm</a>)</p>	<p>Renewal by 1<sup>st</sup> of the month in which it expires.</p>
<b>CLEARANCES THAT MUST BE INITIATED UPON ACCEPTANCE</b>	<b>RENEWAL / DUE DATE</b>
<p>□1. <b>Background Check (FBI Fingerprint Record Search):</b> Order a federal and state background check (FBI Fingerprint Record Search) from American DataBank at <a href="http://www.uncobackgroundcheck.com">www.uncobackgroundcheck.com</a>. American DataBank will mail all necessary forms to student for background check. SON will receive results directly from American DataBank. <b>Please allow 4 to 6 weeks for processing background check.</b></p>	<p>No renewal required. Due as indicated on application and/or admission letter.</p>
<p>□2. <b>Drug Screen:</b> Order a ten-panel drug screen through American DataBank at <a href="http://www.uncobackgroundcheck.com">www.uncobackgroundcheck.com</a>. American DataBank will mail necessary form to student for drug screen. SON will receive results directly from American DataBank.</p>	<p>No renewal required. Due by date indicated on admission letter.</p>
<b>CLEARANCES DUE BY FIRST DAY OF CLASSES – TO BE KEPT CURRENT THROUGHOUT CLINICALS</b>	<b>RENEWAL / DUE DATE</b>
<p>□1. <b>OSHA Test Administration:</b> Done in class or online.</p>	<p>Renewals done in class or online annually.</p>
<p>□2. <b>Initial Health Clearance:</b> Obtain by appointment with the UNC Student Health Center (SHC) at (970) 351-2412. SHC requires current immunizations, PPD and health history. Records from student's doctor may be transferred / sent to the SHC, if desired. <u>Student</u> is responsible to submit to SON a photocopy of the clearance form issued by the SHC.</p>	<p>No renewal required for health clearance except <u>PPD renewals required annually</u>. Due on the 1<sup>st</sup> of the month in which PPD expires.</p>
<p>□3. <b>CPR:</b> Certification must be for "Healthcare Provider" or "Professional Rescuer," and training must have included "hands-on" practice. Submit photocopy of front and back of CPR card.</p>	<p>Renewal due by the 1<sup>st</sup> of the month in which it expires.</p>
<p>□4. <b>ACLS:</b> Required for FNP/Post-MS FNP students.</p>	<p>No renewal required.</p>
<p>□5. <b>Malpractice Insurance:</b> Obtain through the recommended company (see Malpractice Insurance Policy) or through an insurance company of student's choice. Submit photocopy of Certificate of Insurance (a receipt of purchase is not sufficient), which must indicate medical specialty and coverage amounts.</p>	<p>Renewal due by the 1<sup>st</sup> of month in which it expires.</p>
<p>□6. <b>UNC ID Card and Nursing ID Badge with Photograph:</b> Obtain UNC ID card from Card Office at the University Center, (970) 351-2711. Nursing badge will be distributed by SON faculty after student has photograph taken at Card Office.</p>	<p>No renewal required. Due by first day of clinical or practicum courses.</p>

**It is ultimately the responsibility of the student to keep track of expiration dates and to submit renewals by the first of the month deadline.** If this documentation is not provided to the SON by the deadline, student will be considered out of compliance with the policy and **not eligible to proceed in the nursing program**. If dropped from courses, once verification of renewal is shown, student will be allowed to re-register, but a processing fee may be assessed by the Registrar.

Document copies may be: •Mailed to UNC SON, 501 20<sup>th</sup> Street, Campus Box 125, Greeley, CO 80639 or •Faxed to 970-351-1707 or •Dropped off in the Nursing Office in Gunter 3080