COMPLIANCE CHECKLIST
Returning BSN Students

COMPLIANCE DEADLINE: July 31, 2017
Failure to become compliant by the deadline will result in a fine of up to $300

This checklist captures the recommended dates that you complete each of your compliance requirements. Completing these items earlier is advisable.

DATE TO COMPLETE BY	ITEM	NOTES	DATE COMPLETED
April 16	Order Background Check Package	www.upennnursingcompliance.com Package 1	
ASAP	Get Fingerprinted	UPS Store on Spruce St is closest location **MUST BE DONE IN PA**	
May 1	Complete Drug Screen	Results go directly to ADB	
June	Request Childline Clearance online	https://www.compass.state.pa.us/cwis/public/home Child Abuse Walkthrough: HERE	
June	Receive yearly TB test, Physical and update any expiring immunizations	http://www.nursing.upenn.edu/student-services/clinical-compliance/immunizations/	
July 1	Renew CPR Certification if expiring and upload new card to Complio	CPR cards expiring before April 2017 will not be accepted	
July 20	Upload Childline results to Complio		
July 20	Upload FBI fingerprinting results to Complio		
July 20	Upload documentation of TB, Physical and any renewed immunizations to Complio and complete online entry		

American DataBank contact info
Phone: 800.200.0853
Email: supportits@americandatabank.com

Compliance Office Contact Info
Phone: 215.898.8127
Email: compliance@nursing.upenn.edu