

IMMUNIZATIONS AND BACKGROUND CHECKS CHECKLIST

Entering Clinical Fall 2011 – ACNP
COMPLIANCE DEADLINE: September 1, 2011

ITEM	First Date to Complete	DATE TO COMPLETE BY	DATE COMPLETED
Order Immunizations (Package 3) and Background Check Packages (MSN Package 2)	Now	July 15	

Immunizations

Have health care provider complete immunization form.	Now	August 30	
Return completed immunization form and valid certification cards to American Data Bank & complete online entry.	Now	August 30	

FBI Fingerprinting

Get fingerprinted.	Now	July 15	
Have release form notarized.	Now	July 15	
Send Fingerprints and Release Form to American Data Bank.		July 15	

Child Abuse Clearance

Complete and mail Childline form with money order.	Now	July 15	
Return Childline clearance to American Data Bank & complete online entry.		August 30	

Drug Screen

Complete Drug Screen.	Now	August 30	
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AMERICAN DATA BANK contact info

Fax: 303-339-7521 or 1-877-619-4139
Email: immunization@americandatabank.com
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