

IMMUNIZATIONS AND BACKGROUND CHECKS CHECKLIST

Entering Clinical Fall 2011 – N721
COMPLIANCE DEADLINE: September 1, 2011

| ITEM | First Date to Complete | DATE TO COMPLETE BY | DATE COMPLETED |
|--|------------------------|---------------------|----------------|
| Order Electronic Fingerprint (Package 5) and Background Check Packages (MSN Package 2) | Now | July 1 | |

Immunizations

| | | | |
|---|--------|-----------|--|
| Have health care provider complete immunization form. | July 1 | August 30 | |
| Return completed immunization form and valid certification cards to American Data Bank & complete online entry. | July 1 | August 30 | |

FBI Fingerprinting

| | | | |
|---|-----|---------|--|
| Get fingerprinted. | Now | July 30 | |
| Have release form notarized. | Now | July 30 | |
| Send Fingerprints and Release Form to American Data Bank. | | July 30 | |

Child Abuse Clearance

| | | | |
|---|--------|-----------|--|
| Complete and mail Childline form with money order. | June 1 | July 15 | |
| Return Childline clearance to American Data Bank & complete online entry. | | August 30 | |

Drug Screen

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|-----------------------|--------|-----------|--|
| Complete Drug Screen. | July 1 | August 30 | |
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AMERICAN DATA BANK contact info

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