

Immunization/CPR/Background Check Policy 2011-2012

All Students at Penn Nursing must meet the requirements of the compliance policy. All students must complete the immunization requirements as well as CPR certification, drug screen and background checks, as well as any other program specific requirements. Records are to be submitted to and held by our compliance vendor, American Data Bank.

Requirements are subject to change due to the demands of our clinical agencies.

Penalties for Non-Compliance

Students who do not complete the background checks, drug screen, certifications and immunization record process by their designated date will be placed on registration hold until compliant and dropped from clinical courses. Students who become compliant prior to the beginning of classes will be released from registration hold, allowed to re-register for clinical on a space-available basis, and charged a late fee per the fee schedule below, and may be subject to other penalties outlined by the course faculty.

LATE COMPLIANCE FEE SCHEDULE:

Freshman - \$150

Sophomore - \$200

Junior - \$250

Senior - \$300

MSN - \$300

Please note: It is the **student's** responsibility to keep track of her/his immunizations, to update immunizations, CPR and other certifications, record checks, and licensure as necessary, and to submit documentation in a timely manner. Students will be notified **one time** via email about their immunization status, so it is imperative that students check their email on a regular basis, including over the summer. Students who do not have access to email over the summer should notify the Office of Student Services. Subsequent reminders will not be provided.

Immunization Requirements

In order to participate in all clinical experiences, students must have completed the immunizations below. A positive titer will also satisfy the requirements.

- 2 MMRs **OR** some combination of 2 Measles, 2 Mumps, and 1 Rubella vaccination (e.g. 1 MMR and 1 Measles shot fulfill the requirement); students born before 1956 may only require 1 MMR and should obtain confirmation from Student Health.
- Completed Hepatitis B Series (3 shots)
- Hepatitis B Titer
- 2 Varicella vaccinations 4-8 week apart or titer confirming incidence of the disease (chicken pox).
- Tetanus-Diphtheria-Pertussis (TDaP) within the past five years
- *New Penn Students:* IGRA blood test (such as Quantiferon Gold) or two-step PPD.
(Note: To meet University pre-matriculation requirements, at least 1 PPD skin test of the

above 2-step must be performed at Student Health. Alternately, an IGRA blood test result is acceptable.)

Returning Penn Students: PPD

*If you have a history of a positive reading on the PPD test, you must submit documentation indicating that you have had a positive test for TB infection followed by a negative chest x-ray. (Unlike the PPD test, you do **NOT** need to have a new chest x-ray done every year). Students should also check with Student Health to see if a yearly symptom check is required.

- Flu vaccine by November 1 (must be completed after vaccines for winter 2011-2012 are available!)

CPR Requirement

In addition to the immunizations outlined above, all students must be certified in CPR in order to enter the clinical setting. Students must be certified in **ONE** of the following classifications of CPR:

- CPR for the Health Care Provider (BLS), American Heart Association (preferred) **OR**
- CPR for the Professional Rescuer, American Red Cross

CPR certification must be updated prior to the expiration date listed on the card. To find a course that is offered in your area, refer to the web pages of the American Heart Association (www.americanheart.org) or the American Red Cross (www.redcross.org).

In addition, some programs require additional levels of certification:

- **Adult Oncology Specialty Minor:** Chemotherapy certification..
- **Pediatric Critical Care:** Pediatric Advanced Life Support (PALS) certification.
- **Nurse Anesthesia:** Pediatric Advanced Life Support (PALS) and ACLS (Advanced Cardiac Life Support) certification
- **Neonatal:** Neonatal Resuscitation Program (NRP) certification.

Nursing License

All MSN students must have and maintain a current RN license in each state in which they may be practicing. Please note that different specialty program may have specific state licensure requirements (For example, CRNA and Midwifery students must have DE, NJ and PA. This is not a comprehensive list.). Licenses will be verified via the American Data Bank system.

Criminal Record Checks, Child Abuse Clearances, and Drug Screen

Students must complete yearly background checks via the American Data Bank system, including a FBI Background Check (with fingerprinting), Pennsylvania Childline (Child Abuse) clearance, Nationwide Sex Offender Search, Pennsylvania Criminal Record Check, Office of the Inspector General clearance (insurance fraud), and a 10 panel drug screen.

Additional Requirements

Individual sites may have additional requirements (including but not limited to yearly physical exam, OSHA education, resumes, or other in-service trainings or paperwork). Please consult with the course faculty or clinical coordinator to see if these additional requirements apply to your clinical site.

Submitting Documentation

In order to maintain updated records and to ensure everyone is eligible to enter the clinical setting, all students must submit official documentation to American Data Bank as per the timeline and instructions that will be distributed to students via email and web posting. Students who submit documentation to any other source (e.g. clinical instructor, course coordinator) will still be considered non-compliant until American Data Bank has the necessary documentation. The Office of Student Services is no longer processing compliance documentation internally. All compliance materials must be submitted through the American Data Bank system.

Students must supply their own copy and keep the original documentation for their records. The Office of Student Services will **NOT** copy immunizations or CPR cards or re-furnish immunization documentation to students for their own records, American Data Bank, or for third parties (e.g. employers). This documentation is collected for the sole purpose of monitoring immunization compliance. Students should contact their health care providers or Student Health Services to obtain this documentation.

Helpful Hints

- Make sure your immunization documentation is “official” (e.g. signed by your health care provider).
- Keep a copy of all of your immunization records.
- Update your PPD and CPR certification prior to submitting materials to American Data Bank.
- Know when your PPD, Tetanus-Diphtheria booster, and CPR certification are due to expire and schedule your appointments and re-certification courses **at least** a month in advance. Student Health appointments fill up quickly and CPR certification agencies generally require you to sign up for courses well in advance in order to reserve a spot for yourself.
- Pay attention to the American Data Bank timeline you receive. The dates may vary based on your clinical placement; do not assume you can utilize another student’s timeline. Failure to complete tasks by the date on your timeline may result in compliance issues.

Please note that this policy is subject to change as clinical sites and agencies modify their requirements.

Questions? Please contact the Office of Student Information at 215-898-4544, in person in suite M-24 or via email at osi@nursing.upenn.edu