RWJBH/Trinitas School of Nursing
Re Entry CLINICAL REQUIREMENTS
First Clinical Course NURE 106 and NURE 214

Please use the following information as a guide to assist you in completing your clinical requirements. All <u>must be submitted through</u> **CastleBranch.**

All must be completed to allow on-time registration. <u>NO EXCEPTIONS</u>.

Documents must be uploaded and approved by due date to qualify for on-time registration. Castle Branch and TSON Administration needs time to verify all students' individual requirements.

Read carefully!!

Why complete by due date or before?

Administration needs time to view all students CastleBranch records to clear each student for registration. Students who do not complete all required clinical requirements by due date will not be eligible to register on posted registration date for their course sections. Registration will be delayed until all requirements are met. Late registration limits your available clinical and lecture sections.

Why are the clinical requirements mandated by TSON?

Trinitas School of Nursing has contractual agreements with all clinical sites. These sites require all clinical requirements to be met by students prior to the start of clinical. Clinical experiences are mandatory for program completion and the success of nursing students. Unmet clinical requirements incurred by students can affect our contractual agreements and cause the contractual agreement to be forfeited.

How do I begin?

1) **CastleBranch Compliance Tracker**

   https://portal.castlebranch.com/IW34/package-selection

   <u>**Use the same tracker you purchased for NURE 105 and NURE 213.**</u>

2) **Purchase your CastleBranch Drug Test (must be done if not done initially for NURE 106/214 or if you have skipped a semester)**

   *must be current, not done prior to November 1 (Spring registration) or May 1 (Fall registration)

   Select **IW34zdt**: **Drug Test** (pay registration fee).

   - Drug Test Package payment/registration is <u>through CastleBranch</u>.
   - Paid Registration Receipt must be shown at time of <u>Drug Test appointment</u> (below).
   - Consent/Chain of Custody Form is obtained at time of Drug Test appointment.

- Drug Screen must be done by appointment at:
  TRMC Occupational Medicine Department
  Suite 202; 240 Williamson Street, Elizabeth, NJ.
- Call directly to make appointment at **908.994.5368 (8:30-12:30, 1:30-4:30)**
- Results must be "negative" for all substances

3) Purchase your CastleBranch Background Check (must be done if not done initially for NURE 106/214 or if you have skipped a semester)
*must be current, not done prior to November 1 (Spring Registration) or May 1 (Fall Registration)
Select appropriate **Background check package**, based upon state you currently reside and if you have lived outside of that state: (fee based upon selection).
Choose the one that fits:
- **IW34NJ** (live in NJ only)
- **IW34NJout** (currently live in NJ, but have lived in other states)
- **IW34NY** (currently live in NY only)
- **IW34NYout** (currently live in NY, but have lived in other states)
- **IW34 PA** (currently live in PA only)
- **IW34 PAout** (currently live in PA, but have lived in other states)
- Follow screen prompts to create a profile, username, and password. Place order with payment information.
- You will receive a confirmation of payment.
- All students must obtain a repeated background check prior to NURE 208.
  - Results must be "no record found".

How do I complete the other clinical requirements in my current Tracker?

1. Physical Examination Form with OSHA Medical Screening Form (If not completed and uploaded into CastleBranch)
 (Fit testing will occur at the beginning of each semester)
- Download and print **all 7 pages** of the Physical Examination Form.
- **Page 2 MUST** be completed and **signed by a Physician/Nurse Practitioner/Physician Assistant** and must indicate **"No Limitations."**
- **Page 4 (top of page) MUST** be **signed by Physician/Nurse Practitioner/PA**

- **Page 1 and Page 4** Part A, Section 1 and 2 must be **completed by student, signed, and dated** on **Page 7** by the student.
- **Page 3** is <u>a guide for</u> titers and immunizations. **Actual laboratory titers must be** submitted through CastleBranch (<u>Measles, Rubella, Mumps, Varicella, Hepatitis B and Hepatitis C)</u>
- If you are not immune to these diseases, vaccines are required**, NO EXCEPTIONS NO EXEMPTIONS.**

What is the purpose of the Titers?

- Antigen/Antibody titers will test for immunity/ presence of the disease.
- Immunity status determines your need for vaccinations.
- Vaccines will protect you and your patients.
- Negative titers require documented proof of vaccination in CastleBranch

*** The following lab titers must be completed with follow-up vaccines if indicated, if not completed initially.**

2. <mark>**MMR Titer**</mark>s "positive" will indicate immunity (protects you and your patients)
   a. If negative/equivocal/low immunity, vaccines will be indicated: Rubella and Measles, and Mumps.

3. <mark>**Varicella Titer**</mark> "positive" will indicate immunity (protects you and your patients).
   a. If negative/equivocal/low immunity vaccines will be indicated.

4. <mark>**Hepatitis B Antibody Titer**</mark> "positive" will indicate immunity (protects you and your patients)
   a. If negative, vaccines (2 or 3) may be indicated.
   b. Signed TSON Hepatitis B vaccine declination is acceptable (download from your tracker).
      *Make an informed vaccine declination decision, Hepatitis B is transmitted to healthcare personnel through exposure to blood and body fluids.

5. <mark>**Hepatitis B antigen**</mark> will indicate if you have the disease
   a. If titer is positive, submit Healthcare Provider (HCP) medical clearance and consultation regarding transmission precautions.

6. <mark>**Hepatitis C titer**</mark> will indicate if you have the disease
   a. If titer is positive, submit (HCP) medical clearance and consultation regarding transmission precautions

7. **Tdap vaccine** (Tetanus, diphtheria, acellular pertussis) if not received initially
   a. Submit proof of vaccination with the **adult vaccine** (Adacel® or Boostrix®) within the past 10 years.
   b. NOTE: Childhood vaccine called **DTAP is NOT acceptable** substitutions

8. **COVID** Booster * is currently not required by our clinical partners. However, **should this change, TSON will require.**
   a. Upload proof of booster, manufacturer and date(s) if received.

9. **Tuberculosis (TB) test**
   Results must be current through end of the semester you are registering for (May 15) even if it has not been a year since last completed.
   - **Look at your own date** of last completed.
   - The Tuberculosis (TB) test may be either a Mantoux skin test **or** QuantiFERON-TB Gold Blood Test **or** T-Spot blood test. (Lab tests required for the QuantiFERON or T-Spot blood tests)
     o **First Time Tuberculosis (TB) Mantoux skin test takers**
       ▪ A 2-Step Mantoux Tuberculosis Test is required (1-3 weeks apart)
   - QuantiFERON-TB Gold Blood Test or T-Spot blood test. (Lab test results required for the QuantiFERON or T-Spot blood tests)
     o If you have a positive result to any of the above methods:
       ▪ A chest x-ray report within the past 5 years or QuantiFERON-TB Gold Blood Test is acceptable if skin test was positive.
       ▪ **A TB Questionnaire must be done each registration**, to ensure you are asymptomatic (Download form from CastleBranch).
       ▪ TB results must be current through **May 15 for Spring semester and December 15 for Fall semester.**

10. **Flu Vaccine (For Spring Registration Only):**
    - Flu vaccines will be due by November 15th for all students.

11. **Professional Liability/Malpractice Insurance Requirement**
    - Policy must cover the student for $2 million minimum per occurrence and $4 million aggregate and **indicate for Nursing Student**
    - Policy must be current through **May 15 for Spring semester and December 15 for Fall semester**
    - Policy must be uploaded to CastleBranch.

- **If company requests a letter regarding coverage** from Trinitas School of Nursing, please see Applications and Documents/Malpractice Letter on https://www.rwjbh.org/trinitas-school-of-nursing.
- Policies can be obtained through a carrier of choice: this is an example. Pro Liability: 1.800.375.2764 or www.proliability.com

12. <mark>Proof of BLS Provider/CPR through American Heart Association</mark>
- American Heart Association is the only acceptable provider for the CPR requirement.
- Must be valid through **May 30 for Spring semester and December 30 for Fall semester**
  - American Heart Association CPR card or electronic document
  - If card is not issued yet, temporarily provide the letter of successful completion on letterhead of American Heart Association

13. <mark>20xxTRMC Annual Mandatory Education completion –</mark>
- Instructions sent through Canvas
- Must be completed once a calendar year.

14. <mark>Attestation Page</mark>
- Must be downloaded from CastleBranch, read, signed, dated, and indicate **course registering for**. (i.e. NURE 106 / NURE 214)
- Re-upload to Castlebranch **every registration**

15. <mark>Code of Conduct</mark>
- Must be downloaded from CastleBranch, read, signed, dated, and indicate **course registering for**. (i.e. NURE 106 / NURE 214)
- Re-upload to Castlebranch **every registration**

16. <mark>Health Insurance</mark>

- Provide a copy of your current health insurance proof of coverage.
- You may have your own private insurance.
- Or you may visit the government website, www.healthcare.gov OR contact them at 1-800-318-2596 to obtain insurance.
- Proof of charity care is also accepted.

- Please be aware that Union College no longer offers health insurance for purchase. The clinical sites do not cover students for injury/illness

17. <mark>**Fit Test Card of N95 masks (not required by registration date)**</mark>
   - You will be fit tested first week of class.
   - Upload once you receive your card.

18. **Current LPN License (NURE 214)**

Please reply to emails from TSON administration regarding due requirements.
We are trying to assist you!