

RWJBarnabas Health School of Nursing

CLINICAL REQUIREMENTS

Entering First Clinical Course for NURE 106 and NURE 214

***If you are a re-entry or readmitted student, please refer to those instructions.**

Please use the following information as a guide to assist you in completing your clinical requirements. All must be submitted through CastleBranch - DISA Healthcare Company. **All must be completed to allow on-time registration. NO EXCEPTIONS.** Documents must be uploaded and approved 5 days prior to your scheduled registration date to qualify for on-time registration. Castle Branch and RWJBarnabas Health School of Nursing 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.

How long will this process take?

Allow for a minimum of 3 weeks to make appointments, complete requirements, upload, and have all requirements approved in Castle Branch and by RWJBarnabas Health School of Nursing. **Get started NOW.**

Why are the clinical requirements mandated by RWJBarnabas Health School of Nursing?

The 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>

Use the same tracker you purchased for NURE 105 and NURE 213.

2) Purchase your CastleBranch Drug Test

THIS IS A REVISED PROCESS, WHICH SHOULD BE IN EFFECT BY DEC 1ST

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

Select IW34zdt: Drug Test (pay fee)

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- Drug Test Package payment/registration is through CastleBranch.
- Within 24 hours, the Drug Testing Team from CastleBranch will upload the eCCF form to your To-Do List
- Download form and take to your local Quest Diagnostics collection site, among the listed sites sent to you, ONLY.
- Present the eCCF form at the testing site to complete your screening
- Drug test results should be transmitted to your portal within 2-6 business days
- Results must be “negative” for all substances

3) Purchase your CastleBranch Background Check

***must be current, not done prior to December 1st (Spring registration) or May 1st (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”
 - *This is an annual requirement

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

1. Physical Examination Form with OSHA Medical Screening Form

(Fit testing will be done at the beginning of your 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**

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- **Page 3** is a guide for titers and immunizations. **Actual laboratory titers must be** submitted through CastleBranch (Measles, Rubella, Mumps, Varicella, Hepatitis B)
- **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.
- 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 or equivocal titers require documented proof of vaccination in CastleBranch

2. MMR Titers, done within past 12 months. “Positive” will indicate immunity (protects you and your patients)

- a. If negative/equivocal/low immunity, vaccines will be indicated: (1) Rubella and (2) Measles and Mumps.

3. Varicella Titer, done within the past 12 months. “Positive” will indicate immunity (protects you and your patients).

- a. If negative/equivocal/low immunity, vaccines will be indicated.

4. Hepatitis B Antibody Titer done within past 12 months. “Positive” will indicate immunity (protects you and your patients)

- a. If negative, vaccines (2 or 3) may be indicated.
- b. Signed 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. Hepatitis B antigen, with current date, will indicate if you have the disease

- a. If titer is positive, submit Healthcare Provider (HCP) medical clearance and consultation regarding transmission precautions.

6. Hepatitis C titer, NO LONGER REQUIRED

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7. **Tdap vaccine** (Tetanus, diphtheria, acellular pertussis)
 - a. Submit proof of vaccination with the **adult vaccine** (Adacel® or Boostrix®) within the past 10 years.
 - b. NOTE: Childhood vaccines called **DTAP** are **NOT acceptable** substitutions
8. **Tuberculosis (TB) test; for those students entering NURE 106 and 214**

Results must be current through end of the semester you are registering for (May 15 or December 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)
 - **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)
 - If you have a positive result to any of the above methods:
 - A chest x-ray report within the past 12 months of QuantiFERON-TB Gold Blood Test is acceptable if results were positive.
 - If this is your first positive, a new chest x-ray is required.
A TB Questionnaire must be done each registration, to ensure you are asymptomatic (Download form from CastleBranch).
 - TB results must be current through **May 15th for Spring semester or December 15th for Fall semester**
9. **Flu Vaccine (For Spring Registration Only):**
 - Flu vaccines will be due by November 20th for all students.
10. **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 15th for Spring semester or December 15th for Fall semester**
 - Policy must be uploaded to CastleBranch.
 - **If company requests a letter regarding coverage** from the School of Nursing, please see Applications and Documents/Malpractice Letter on <https://www.rwjbh.org/trinitas-school-of-nursing>.

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- Policies can be obtained through a carrier of choice; this is an example.
Pro Liability: 1.800.375.2764 or www.proliability.com

11. **Proof of BLS Provider/CPR through American Heart Association**

- American Heart Association is the only acceptable provider for the CPR requirement.
- Must be valid through **May 30th for Spring or December 31st for Fall**
 - 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

12. **20xx RWJBH Annual Mandatory Education completion –**

- Instructions will be sent through Canvas email.
- Must be completed once a calendar year.

13. **Attestation Page**

- 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**

14. **Code of Conduct**

- 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. **Health Insurance**

- 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.

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16. Fit Test Card of N95 masks (not required by registration date)

- You will be fit tested at school once the semester begins
- You will be informed through Canvas of the dates and times available for that semester
- Upload once you receive your card.

Please Note:

You may receive emails from Ms. Stephanie Simoes, regarding missing or incomplete clinical requirements through your Canvas email. Please reply, we are trying to assist you to register on-time.

Please Note:

All students entering NURE 106 and NURE 214 (First Clinical Courses) please have your uniform for first week of class.

See website for RWJBarnabas Health

School of Nursing Uniform Vendor:

Current Students (drop down)

..... Student/Faculty Uniforms