

## Immunizations and Documentation Required for the Nursing Program

Immunizations are required by clinical agencies with which Yavapai College has an affiliation. Yavapai College has no control over a clinical agency's health standards and requirements for students participating in clinical learning experiences. Clinical learning experiences in facilities/agencies is a requirement of the Nursing Program for all nursing students. All student clinical placements are final.

Students are responsible for remaining in compliance with all mandated immunizations and must adhere to all deadline requirements. Copies of immunization records and updated immunization documentation must be submitted to Castle Branch (castlebranch.com) after admission to the Nursing Program for the student files as required by the Department in order to remain and continue in the program.

**Students who have upcoming expirations for TB and CPR that will occur during the semester must renew the requirement prior to program start.** It may be necessary to contact Castle Branch to request a reset to the expiration date for the upload of renewal documentation.

The annual immunization for Influenza is due in the fall no later than October 1, or prior to clinical commencing for new incoming students beginning the program in a fall term. Students who begin the nursing program in the spring should already have the current flu season immunization completed upon conditional acceptance to the program.

All immunization records must include your name, date, and name and signature of healthcare provider giving the immunization.

- a. **MMR (Measles, Mumps, and Rubella):** Adults entering health care professions must have documented proof of immunity (**positive titer**) or **proof of two MMR's**. A positive titer needs to be positive for Measles, Mumps, and Rubella. Additional immunization is generally required when titer results are not positive for each – plan accordingly. Persons born prior to 1957 may be considered immune.
- b. **Varicella (Chicken Pox):** Documented proof of immunity or two varicella immunizations are required upon conditional acceptance of the student into the nursing program. If the student has had chickenpox, a positive titer is necessary to document immunity.
- c. **Hepatitis B:** Documented evidence of one of the following: completed 3-dose vaccination series: Engerix-B or Recombivax HB or HepA-HepB (Twinrix) **OR** completed 2-dose vaccination series Heplisav-B at least 4-weeks apart **OR** Positive antibody titer (lab report required). If a titer is negative or equivocal, alerts will be created in Castle Branch to submit documentation of a repeat series (administered after your titer). Complete documentation is submitted to Castle Branch upon conditional acceptance to

the Program. If beginning a 3-dose series, allow for six months prior to nursing application submission for completion.

- d. **Tdap (Tetanus, Diphtheria and Pertussis):** A vaccination is required every ten (10) years. It is the responsibility of the student to maintain a record of a Tdap vaccination of less than ten (10) years throughout the duration of the Nursing Program.
- e. **Influenza:** Annual vaccination is required. It is the responsibility of the student to receive an annual vaccination and have proof submitted to Castle Branch by **October 1<sup>st</sup>** each year. If a student has an allergy to the flu vaccine, documentation is required from a licensed health care provider and must be provided to Castle Branch for this requirement.
- f. **Tuberculosis:** Negative skin test or blood test (annually) or chest x-ray (valid for two years) with an annual statement signed by a health professional that student does not have active tuberculosis. It is the responsibility of the student to maintain annual screenings. Documentation is to be renewed prior to semester start if the expiration date occurs while a semester is in progress.

Incoming students must provide one of the following: an initial 2 step TB Skin Test, **or** a T-spot **or** QuantiFERON Gold Blood test. If results are positive, a chest x-ray with an annual statement signed by a health professional that student does not have active tuberculosis must be provided. A one step TB Skin Test will be acceptable for renewal documentation only.

- g. **BLS (Basic Life Support) certification** for Health Care Providers must be current for the entire Nursing Program. CPR certification status is reported annually while students are enrolled in the program. The Nursing Program will only accept BLS Provider certification (CPR & AED) through American Heart Association (AHA). An in-person course or a course with an in-person check off is required. A student without current documented BLS Provider certification (CPR & AED) will be dismissed from their clinical rotation and/or the Nursing Program. It is the responsibility of the student to maintain current certification and submit renewal documentation to Castle Branch according to Nursing Program guidelines. Documentation is to be renewed prior to semester start if the expiration date occurs while a semester is in progress.
- h. **Driver's License:** a copy of the front and back of the student's current driver's license is required as part of the initial application submission for the Nursing program and is kept as part of the student file. A copy of the front of the driver's license is included in Castle Branch as a compliance document. The student is responsible for completing this Castle Branch requirement upon conditional acceptance to the program.
- i. **Fingerprint Requirement:** The Level One Fingerprint Clearance Card is a requirement of the Nursing Program application process and must remain valid for the duration of all nursing courses. Federal law and agency accreditation rules require a DPS fingerprint clearance card for nursing students.

Please visit <https://www.azdps.gov/services/public/fingerprint> to determine how to obtain or renew an Arizona DPS Level One Fingerprint Clearance Card.

A copy of the front and back of the student's current Arizona Level One Fingerprint Clearance Card is required as part of the initial application submission for the Nursing Program and is kept as part of the student file. A full copy of the card is included in Castle Branch as a compliance document. The student is responsible for completing this Castle Branch requirement upon conditional acceptance to the program.

If there is a positive criminal history, the Level One Fingerprint clearance may be denied which will result in removal from the Nursing Program.

A student whose conduct results in the loss of fingerprint clearance will be dropped from the Nursing Program and will not be allowed to progress until a Level One Fingerprint Clearance Card is obtained. If the time-period for clearance progresses past one year of removal from the Nursing Program the student will need to re-apply to the Nursing Program and repeat any courses already taken.

- j. **Health Insurance:** Clinical partners may require that nursing students provide proof of health insurance before starting clinical at their site locations. The purpose of this requirement is to provide insurance protection in the event of accident or injury. If a student is unable to secure health insurance coverage prior to their clinical experience, they will be unable to attend clinical, which will delay or disrupt degree progression

**Upload the front and back of your health insurance card** in Castle Branch.

- If a student is covered under a parent or spouse and their name does not appear on the insurance card, the student **must submit proof of coverage by either a letter or document showing the student is covered.**

**Items on the document that must be present:**

- primary policy holder,
- name of insurance with number
- name of student that is covered.

**Military: the military ID is NOT accepted as verification of health insurance coverage. Documentation from the carrier from which the student has insurance coverage must be submitted.**

If a student does not have health insurance coverage, they may be able to apply through the Health Insurance Marketplace. Visit <https://www.healthcare.gov/> to see cost of individual and family plans. Students may also work with a licensed agent/broker in Arizona by going to: [www.coveraz.org](http://www.coveraz.org) or calling (800) 377-3536.

Local help is available to find a plan; a student may meet the income requirements for Medicaid (AHCCCS) coverage. Students who apply for Medicaid should do so as soon as possible; processing time can be a minimum of 2 weeks or more. Students may contact YC's Strong Foundations Office to receive application assistance for AHCCCS. To schedule an in-person or virtual appointment with the Strong Foundations, please copy-paste URL link: <https://www.yc.edu/v6/student-services/strong-foundations/index.html>

For program compliance, students are responsible for keeping their fingerprint clearance, CPR, and health care requirement documentation current through the entire duration of Nursing Program enrollment and/or graduation. To remain in Nursing Program theory and clinical courses, all required documentation needs to be entered and current in Castle Branch in addition to being approved by the clinical agency, clinical coordinator and/or course instructor two weeks prior to the start date. If the student is not compliant with these policies, the student will not be able to attend clinical and will be administratively withdrawn from their current nursing course(s) by the Director of Nursing.

Incoming students are required to meet the program compliance dates provided in the Nursing Program acceptance packet. If a student does not meet the deadlines as identified on the forms provided in the acceptance packet, the student's Nursing Program acceptance will be administratively withdrawn by the Nursing Program Director.

