

UNI INCOMING NURSING STUDENT CHECKLIST

Below is a checklist of items you need to complete prior to starting nursing coursework at UNI. As some of these forms take a few weeks/months to complete, please start working on these documents now.

Documents should be uploaded to [ViewPointScreening.com/UNI](https://viewpointscreening.com/UNI) per the deadlines noted below.

<u>NURSING COHORT</u>	<u>DEADLINE TO UPLOAD DOCUMENTS</u>
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Fall start	August 15
Spring start	November 15

You will need a UNI email to upload these documents. For students new to UNI, you will receive your UNI email during orientation. Thus, we recommend you attend an early June orientation if possible.

UPLOAD DOCUMENTS TO [**VIEWPOINTSSCREENING.COM/UNI**](https://viewpointscreening.com/UNI)

☐ **AFTER YOU RECEIVE YOUR UNI EMAIL**

Once you get the UNI email address, you can follow the steps from ViewPoint Screening that was attached in your offer letter for uploading your vaccinations and other items on this checklist, and completing the drug test screening and background check.

☐ **HIPPA, OSHA & BLOOD BORNE PATHOGENS**

Can only be completed through the ViewPoint screening site once you have your UNI email and have purchased the trainings.

☐ **DRUG TESTING & BACKGROUND CHECKS**

Can be purchased and completed once you have your UNI email.

☐ **CPR FOR BASIC LIFE SUPPORT FOR HEALTHCARE PROFESSIONALS**

Required prior to entry into the first nursing course. Renewal is required every 2 years.
All costs will be students' responsibility.

☐ **AMERICAN HEART ASSOCIATION BLS CERTIFICATION**

Certification must be for adult, child, infant and AED. Search for a BLS class in your area from the American Heart Association at cpr.heart.org/en/courses/basic-life-support-course-options.

☐ **MANDATORY REPORTER ADULT & CHILD CERTIFICATE**

To obtain Child and Dependent Adult Abuse Mandatory Reporter training, please go to:
hhs.iowa.gov/child-welfare/mandatoryreporter.

- Complete both online training sessions using the link provided by DHS.
- Iowa DHS will email you a certificate of completion for each course.

☐ **PHYSICAL EXAM WITH A PROVIDER**

You will need to make an appointment with your primary care provider for a physical exam, have them sign the [form linked here](#) and return to Carrie Hollerud at carrie.hollerud@uni.edu.

REMINDER: Many of these items can take some time to get so please do not wait until the week prior to the deadlines to start these requirements. You will not be allowed to start the nursing program if one or more of the requirements is not completed.

☐ **VACCINE REQUIREMENTS**

☐ **HEPATITIS B**

ONE of the following is required:

- **Completed vaccination series** (3 vaccines or 2 Heplisav-B vaccines).
- OR -
- **A positive antibody titer** (lab report required, numeric and reference range preferred).

The Hepatitis B Vaccine should be administered according to the following schedule: Vaccine 1: birth or anytime; Vaccine 2: at least 1 month after vaccine 1; Vaccine 3: at least 5 months after vaccine 2.

☐ **TB**

ONE of the following is required:

- **2 step: PPD skin test**
 - » Initially, a 2-step skin test administered 1-3 weeks apart is required.
 - » Each test must be read 48-72 hours after administration.
- OR -
- **Quantiferon blood draw**

If there is a history of a positive skin test, the student will need to provide a chest x-ray yearly with an annual TB assessment form (please reach out to Carrie Hollerud at carrie.hollerud@uni.edu if you need this form).

☐ **MMR**

ONE of the following vaccines is required:

- **Two vaccinations** (vaccinations can be a combined MMR vaccination, however if individualized vaccinations are submitted students MUST submit 2 vaccinations for Mumps, 2 vaccinations for Measles and 2 vaccinations for Rubella.)
- OR -
- **A positive antibody titer** (lab report required, numeric and reference range preferred) for all 3 components.

The MMR vaccine should be administered according to the following schedule: Vaccine 1: birth or anytime; Vaccine 2: at least 1 month after vaccine 1.

☐ **TDaP**

The TDaP vaccine must be administered within the last 10 years and a booster must include pertussis.

☐ **VARICELLA**

ONE of the following is required:

- **2 varicella vaccinations**
- OR -
- **A positive antibody titer** (lab report required, numeric and reference range preferred).

The varicella vaccine should be administered according to the following schedule: Vaccine 1: birth or anytime, Vaccine 2: at least 1 month after vaccine.

☐ **INFLUENZA** *(during flu season)*

An influenza vaccine must be completed annually by October 1st.

☐ **COVID**

COVID vaccine card, or if you have a medical or religious exemption, please fill out the form below. Masking will be mandatory in clinical settings if a student has a religious or medical exemption and has not received a COVID vaccination.

VACCINE EXEMPTION: If you have a medical or religious exemption to any of the required vaccines, please fill out the **form linked here** and return to Carrie Hollerud at carrie.hollerud@uni.edu.