

**LOS ANGELES VALLEY COLLEGE
HEALTH SCIENCE DEPT/NURSING PROGRAM**

Clinical Health Record Requirements

Name: _____

Date: _____/_____/_____

In compliance with all standards established by the LACCD Nursing Discipline (E10 Guidelines) for Nursing and various clinical facilities attended by students throughout the program certain health and safety information and records must be maintained in each student's file. Each student must submit to the designee documented proof (copies are acceptable) that the following requirements have been met and are current. Copies should be maintained in a file by the student.

Requirement	How to Fulfill the Requirement
Background Check <i>* <u>Renew Every Two Years</u></i>	Every student must have a background check in order to attend clinical, as per the Los Angeles Community College District, AP-19 . 1. Go to www.certifiedbackground.com and click on "Students." 2. In the Package Code box, enter your package code LB24. 3. Drug testing is not required.
Physical Exam <i>* <u>Renew Every Two Years</u></i>	All students entering the nursing program must submit a current (within one month) a "Health Record" for the Associate Degree Nursing Program, demonstrating good physical and mental health.
Labs: RPR, CBC, UA <i>* <u>Renew Every Two Years</u></i>	All students entering the nursing program must submit documentation one month prior to entering or re-entering the nursing program.
Tuberculosis Screening Two-Step Testing <i>* <u>Required Annually</u></i>	Provide evidence of the absence of Tuberculosis by submitting to screening (PPD) annually (but must NOT expire before the end of the semester) and/or documentation of positive PPD. Students who provide a Chest X-Ray report must complete a questionnaire annually showing that they are free of any suspicious symptoms. Admission to Program requires a 2- step test.
Documentation of Immunity by Titers for: Rubeola - Rubella - Mumps -Varicella	Demonstrate immunity (Titer) to rubella, rubeola, Varicella-Zoster (chicken pox) and mumps by submitting to serological testing (Titer). Any negative titer requires vaccination. Then two months later a new titer must be done. Except Varicella which requires proof of two vaccinations – no titer.
Hepatitis B	Titer for Hepatitis B. If found susceptible the Health Science Department is required to provide student with information regarding Hepatitis B vaccination and options available to obtain the vaccine. Student must complete the series of three hepatitis vaccinations or sign a declination form. A titer is required 8 weeks after completion of hepatitis series.
TDAP	Within last 10 years. Or if DT received over two years ago, must update with TDAP.
EMAIL	All nursing students must apply for an LAVC email. Renew triannually.
CPR – Cardio -Pulmonary Resusc <i>* <u>Renew Every Two Years</u></i>	Cardio-Pulmonary Resuscitation (CPR) per American Heart Association Protocol. Must not expire before the end of the semester. (Every 2 years.
FIT <i>* <u>Renew Annually</u></i>	Fit test is required for Kaiser STUDENTS ONLY.
Malpractice Insurance <i>* <u>Renew Annually</u></i>	Renew annually. Must not expire before the end of the semester. You may contact them by calling 1-800-982-9491 or www.nso.com
Recent Passport Photo	2 passport size photos with printed name on back, & date.
FIRE CARD <i>* <u>Renew Every Four Years</u></i>	Every Nursing Student MUST have a current fire card in order to attend clinical. Must not expire before the end of the semester.

Missing or outdated information must be provided to the Health Coordinator by the student BEFORE the first clinical day or he/she will not be permitted to attend clinical. Any clinical day missed due to an incomplete file will count as a clinical absence as the behavioral objectives for the day are not met.