

Student Name: _____

Required Clinical Documentation Checklist

As a Practical Nursing student, you are required to provide the following documentation to your instructors prior to be allowed to participate in ANY clinical activity. The following is a checklist to assist you in fulfilling this requirement.

Please note: **ALL DOCUMENTATION IS REQUIRED TO BE TURNED IN ON TIME. DO NOT BRING INCOMPLETE PACKETS OR INDIVIDUAL PIECES OF INFORMATION SEPARATELY. IT IS THE STUDENT'S RESPONSIBILITY TO PRINT ANY DOCUMENTS. INSTRUCTORS WILL NOT PRINT FOR YOU.** Do not submit original documents; they will not be returned to you.

Your instructor will sign off on the following required documentation:

1. _____ Physical exam AND medical history

2. _____ Immunization Documentation **NOTE: Two (2) TB skin tests are required.**
 - 2a. _____ TB #1
 - 2b. _____ TB #2

3. _____ Complete Blood Count (CBC) - lab work results

4. _____ Current CPR Certification- American Heart Association for Health Care Provider (BLS)

5. _____ Evidence of Health Insurance Coverage (Copy of either: Insurance card OR copy of email verifying coverage)

6. _____ Completed background check through TruScreen

******THIS COVER SHEET MUST ACCOMPANY YOUR CLINICAL PACKET******

This is a lot of documentation to be verified for EACH student. Once you submit your clinical packet, the nursing instructors will check each packet to verify that all required documentation is included. If anything is missing, your entire packet will be returned to you, and you will be required to resubmit the completed packet of information. We **WILL NOT** hold partially completed packets. If the required documentation is not provided, you will **NOT** be permitted to participate in any clinical activities and will be counted absent for the missed time.

You are required to have a minimum of 36 hours of clinical time in the first trimester. Missing **ANY** of that time will jeopardize your successful completion of the entire trimester.

(Rev. 09-20)