UNDERGRADUATE NURSING CLINICAL CHECKOFF SHEET

- All clinical requirements are processed through CastleBranch. See attached instructions on how to get your account set up in CastleBranch and get started with your clinical requirements. You have lifetime access, including access to view/print each of your records.

- **Background Check** – is processed through CastleBranch. DO NOT order this until you are *within approximately 30 days* of your first clinical rotation (or within a timeline given to you by your clinical program). The School of Nursing requires an updated Background Check (Re-check) each clinical semester.

- **Drug Screen** – is processed through CastleBranch. You can order this at any time, but the sample must be given *within approximately 30 days* of your first clinical rotation. The School of Nursing requires a new Drug Screen each clinical semester.

- **Tuberculosis Testing** – QuantiFERON-TB Gold (QFT) Screening is required. Documentation must be on Page 4 of School of Nursing Health Record with lab report attached.

- **Other Immunizations** – Immunizations (except influenza) must be documented on Page 5 of School of Nursing Health Record (Certificate of Immunizations). Immunizations required:
  - Hepatitis B – 3 doses or a positive titer
  - Polio – 3-4 doses, depending on vaccine given or a positive titer
  - Influenza (Due Oct 1 of each season)

- **COVID-19** – As of fall 2021, Radford University requires all students that will attend in-person (at any time during their program) to have their COVID-19 vaccination(s). Some clinical sites may also require it, so we collect the documentation in CastleBranch.

- **CPR Certification** – Submit a copy of front and back of card. **American Heart Association’s Basic Life Support (BLS) CPR is the only CPR accepted for clinical rotations.**

- **Health Insurance** – Submit copy of the front and back of your insurance card. A letter from your insurance company stating the start date of service is acceptable if you do not have a card yet. This must be resubmitted each semester.

- **School of Nursing Health Record:** The School of Nursing requires this packet to be completed in its entirety. Forms include:
  - Pages 1-3 are basic medical history and emergency contact information; the student fills this out.
  - Page 4 is for Tuberculosis and must be completed and signed by a healthcare professional.
  - Page 5 is a list of immunizations; the student can fill this out.
  - Page 6 is a Physical that must be completed (within the last 12 months) and signed by a healthcare professional.
  - Once every page is complete, upload all 6 pages to your CastleBranch account.
  - If each page is not complete, the entire item will be rejected.
## Breakdown of Costs

**First Clinical Semester:**
- CastleBranch Account Set-Up: $20.00
- Full Background Check: $66.00
- Drug Screen: $50.00
  
  **Total: $136.00**

**Each Additional Clinical Semester:**
- Recheck Background Check: $51.75
- Drug Screen: $50.00
  
  **Total: $101.75**

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**Clinical Clearance Coordinator**

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