Trinitas School of Nursing

CLINICAL REQUIREMENTS

*If you are a re-entry or readmitted student, please refer to those specific instructions

Please use the following information as a guide to assist you in completing your clinical requirements. All must be submitted through CastleBranch. All must be completed to allow on-time registration. Documents must be uploaded no later than 48 hours prior to your registration date.

Why are the clinical requirements mandated by TSON?
Trinitas School of Nursing has contractual agreements with all clinical sites. These sites require all clinical requirements to be met by students prior to the start of clinical. Clinical experiences are mandatory for program completion and the success of nursing students. Unmet clinical requirements incurred by students can affect our contractual agreements and cause the contractual agreement to be forfeited.

Do I need to purchase a new tracker or package?
You will need to purchase a new Background Check Package if you have not done one this calendar year, and it has been one-year since your last one.

- Select appropriate background check package, based upon state you currently reside and if you have lived outside of that state: (fee based upon selection). Choose the one that fits:
  - IW34NJ
  - IW34NJout
  - IW34NY
  - IW34NYout
- Place order with payment information.
- You will get a confirmation of payment.

How do I upload an updated document in my tracker?
- Call CastleBranch to enable uploading of a new document for a specific clinical requirement if you do not see it. Please follow instructions on Castlebranch portal regarding how to upload your documents. Once you have uploaded the documents, always check they have been properly uploaded. If it is not reflected, contact Castlebranch for assistance.
I am registering for NURE 132, 231, 232, 250, 280, 290/291, which requirements do I need to update?

1. Have you completed vaccination series for Varicella, MMR, and Hepatitis B?
   • You may need to complete the series. If you need to complete the series, this must be done prior to upload cut off.
   • You may need to have a titre re-drawn, consult with your Healthcare Provider (HCP).

2. Tuberculosis (TB) test
   • Results must be current through end of the semester you are registering for.
   • TB tests do not have an expiration date, however, must be renewed annually (i.e. if done on 12/12/2020, it must before renewed prior to 12/11/2021).
   • The Tuberculosis (TB) test may be either a Mantoux skin test (one-step) or QuantiFERON-TB Gold Blood Test or T-Spot blood test. (Lab tests required for the QuantiFERON or T-Spot blood tests)
     o If you have a positive result to any of the above methods:
       ▪ A chest x-ray report within the past 5 years or QuantiFERON-TB Gold Blood Test is acceptable.
       ▪ TB Questionnaire. (Download from CastleBranch)
   • TB results must be current through May 30 for Spring semester
   • TB results must be current through December 30 for Summer semester (NURE 270/260)
   • TB results must be current through December 30 for Fall semester

   • Policy must cover the student for $2 million minimum per occurrence and $4 million aggregate and indicate for RN Student
   • Policy must be current through May 30 for Spring semester
   • Policy must be current through December 30 for Summer semester (NURE 270/260)
   • Policy must be current through December 30 for Fall semester
   • Policy must be uploaded to CastleBranch.
   • If company requests a letter regarding coverage from Trinitas School of Nursing, please see Applications and Documents/Malpractice Letter on https://trinitasschoolofnursing.org/misc/TSON_Malpractice_Letter.pdf)
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- Policies can be obtained through:
  i. Pro Liability: 1.800.375.2764 or www.proliability.com
  ii. NSO: 1.800.247.1500 or www.nso.com

4. Proof of BLS Provider/CPR through American Heart Association

- American Heart Association is the only acceptable provider for the CPR requirement
- Must be valid through **May 30 for Spring semester**
- Must be valid through **December 30 for Summer semester** (270/260)
- Must be valid through **December 30 for Fall semester**
  i. American Heart Association CPR card or electronic document
  ii. If card is not been issued yet, provide the letter of successful completion on letterhead of American Heart Association

5. Flu Vaccine (For Spring Registration Only):

- A signed declination (Waiver) for the flu vaccine *WILL NOT* be accepted during the Flu season by all clinical facilities.
- Flu vaccines will be due by November 12 for all students in clinical in the Fall semester.

6. TRMC Annual Mandatory Education completion, (Annually within calendar year)

- Must be completed once a calendar year
- Must upload completed transcript.
- TRMC posts revised Annual Education Program (mid-January)
- Instructions to access program and create and transcript
  https://trinitasschoolofnursing.org/program-information/applications-and-documents-prospective-students/

7. Attestation Page

- Must be downloaded, signed, dated, and course indicated. Re-upload to Castlebranch every registration
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8. Code of Conduct
   • Must be downloaded, signed, dated, and course indicated. Re-upload to Castlebranch every registration

9. Fit Test Card (renewal card not required for registration date)
   • Must be renewed annually at TSON LSC
   • Upload once you receive your card

10. LPN License (If enrolled in the LPN-RN Track)
    • A copy of your valid unencumbered unexpired LPN license must be uploaded to CastleBranch

11. Fees
    • Students are responsible for all fees associated with above requirements