

Trinitas School of Nursing
CLINICAL REQUIREMENTS
FAQs
Entering NURE 131 OR 211

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 by due date, December 17th to guarantee on-time registration. Read carefully!!**

What is CastleBranch?

CastleBranch is a company that TSON has contracted with for students to upload their clinical requirements for approving and tracking.

Why complete by due date, December 17, 2021?

Students who do not complete all required clinical requirements by due date will not qualify to register on posted registration date for their course sections. Registration will be delayed until all requirements are met. Late registration limits available clinical and lecture sections.

How long will this process take?

Allow for a minimum of 3 weeks to make appointments, complete requirements, upload, and have all requirements approved in Castle Branch. **Get started NOW.**

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.

How do I begin?

Purchase your CastleBranch Requirements Tracker, Drug Test, and Background check package.

- 1) Go to: <https://portal.castlebranch.com/IW34>
- 2) Place order
- 3) Click + sign
- 4) Select either: **IW34im: Generic RN Compliance Tracker OR IW34lpnim: LPN to RN Compliance Tracker (\$35.00/fee) for all clinical requirements except Drug Test and Background check.**
- 5) Select **IW34zdt: Drug Test** (pay registration fee) additional instructions below (# 12)
- 6) 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:

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IW34NJ (live/lived in NJ only)

IW34NJout (currently live in NJ, but have lived in other states)

IW34NY (live/lived in NY only)

IW34NYout (currently live in NY, but have lived in other states)

7) Follow screen prompts to create a profile, username, and password. Place order with payment information.

8) You will receive a confirmation of payment.

How do I satisfy my requirements?

1. Respond to class question: NURE 130 OR NURE 211/212

2. Physical Examination Form; for those students entering NURE 131 and NURE 211

- Download and print all pages of the Physical Examination Form.
- Doctor/healthcare provider must indicate, "**No Limitations**" on page 2.
- Must be completed by your doctor/healthcare provider and must include the results of laboratory titers for:
 - I. Measles, Rubella, Mumps, Varicella, Hepatitis B and Hepatitis C.
 - ii. If you are not immune to these diseases, vaccines will be required.

What is the purpose of the Titres?

- Antigen/Antibody titres will test for immunity/ presence of the disease.
- Immunity status determines your need for vaccinations.
- Vaccines will protect you and your patients.

3. MMR Tires "positive" will indicate immunity (protects you and your patients)
a. If negative, vaccines will be indicated: (1) Rubella and (2) Measles and Mumps.

4. Varicella Titre "positive" will indicate immunity (protects you and your patients).
a. If negative, vaccines will be indicated.

5. Hepatitis B Antibody Titre "positive" will indicate immunity (protects you and your patients)
a. If negative, vaccines (3) may be indicated

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b. Signed TSON Hepatitis B vaccine declination is acceptable (download from your tracker).

*Make an informed vaccine declination decision, Hepatitis B is transmitted to healthcare personnel through exposure to blood and body fluids.

6. Hepatitis B antigen will indicate if you have the disease

a. If titre is positive, submit Healthcare Provider (HCP) clearance.

7. Hepatitis C titre will indicate if you have the disease

a. If titre is positive, submit HCP clearance.

8. Tdap vaccine (Tetanus, diphtheria, acellular pertussis)

a. Submit proof of vaccination with the adult vaccine (Adacel® or Boostrix®) within the past 10 years.

b. NOTE: Childhood vaccines called DTAP are NOT acceptable substitutions

9. COVID vaccine

a. NURE 131 students, upload proof of full COVID vaccination to include manufacturer and date(s) received.

b. NURE 211 students, upload proof of full COVID vaccination to include manufacturer and date(s) received.

10. Tuberculosis (TB) test; for those students entering NURE 131 and NURE 211

- 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 be renewed prior to 12/11/2021).
- The Tuberculosis (TB) test may be either a Mantoux skin test or QuantiFERON-TB Gold Blood Test or T-Spot blood test. (lab tests required for the QuantiFERON or T-Spot blood tests)
 - **First Time Tuberculosis (TB) Mantoux skin test takers**
 - A 2-Step Mantoux Tuberculosis Test is required (1-3 weeks apart)
 - 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.
 - A TB Questionnaire **must be done every semester**, to ensure you are asymptomatic (Download form from CastleBranch).

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11. 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 12th for all students in clinical in the Fall semester.

12. Drug Test

- Step 1, Drug Test Package payment/registration is through CastleBranch.
- See package code for Drug Screen (page 1).
- Paid Registration Receipt must be shown at time of Drug Test appointment.
- Consent/Chain of Custody Form is obtained at time of Drug Test appointment.
- Drug Screen must be done by appointment at:
TRMC Occupational Medicine Department
Suite 202
240 Williamson Street, Elizabeth, NJ.
- Call directly to make appointment at **908.994.5368**.
- Results must be “negative”.

13. Criminal Background Check

- Package is ordered through CastleBranch.
- Please refer to (page 1) for the appropriate package to order.
- Please note, the timeframe to obtain results of background check is approx. 4 weeks
- Results must be “Clear” or “Negative” of illegal activity.
- **All students must obtain a new background check annually.**

14. Professional Liability/Malpractice Insurance Requirement

- 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 **December 30 for Fall semester**.
- Policy must be current through **May 30 for Spring semester**.
- Policy must be uploaded to CastleBranch.

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- If company requests a letter regarding coverage from Trinitas School of Nursing, please see Applications and Documents/Malpractice Letter on TSON website https://trinitasschoolofnursing.org/misc/TSON_Malpractice_Letter.pdf
- 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

15. 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 **December 30 for Fall semester.**
- Must be valid through **May 30 for Spring 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.

16. 2022 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 (January 3, 2022).
- Instructions to access program and create and transcript.
<https://trinitasschoolofnursing.org/program-information/applications-and-documents-prospective-students/>

17. Attestation Page

- Must be downloaded, signed, dated, and course indicated. New, re-upload to Castlebranch **prior to every registration.**

18. Code of Conduct

- Must be downloaded, signed, dated, and course indicated. New, re-upload to Castlebranch **prior to every registration.**

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19. Fit Test Card of N95 masks (not required for registration date)

- All NURE 131/211 students, you will receive first week of class.
- Fit Test occurs in LSC.
- Upload once you receive your card.

20. LPN License (If enrolled in the LPN-RN Track)

- A copy of your valid unencumbered LPN license must be uploaded to CastleBranch.

21. Fees

- Students are responsible for all fees associated with above requirements