



Nursing & Allied Health Division Clinical/Practicum Requirements Checklist

To qualify for enrollment in a Nursing and Allied Health Program (NAH), the student must meet the criteria listed below. Student must also be COMPLIANT on all requirements prior to registering for a Nursing or Allied Health Program.

STC NAH Clinical Affairs Email: clinicalaffairs@southtexascollege.edu
Clinical Affairs Website: https://nah.southtexascollege.edu/clinical_affairs.html
Office Phone: (956) 872-3022
Clinical Affairs Specialist is located at NAH-A Office Room #100-A

Before Applying/Registering to a NAH Program:

NURSING PROGRAMS (Vocational Nursing / Associate Degree Nursing / RN-BSN):

- Attend an Information/Advising Session- Mandatory

Criminal Background Check:

Student/Applicant must complete [TX BON Roster](#) to obtain clearance from the Texas Board of Nursing *Process can take up to 6 weeks. Students with a positive Criminal Background-Declaratory Order can take up to 6 months.*

Student/Applicant must have either BLUE CARD or OUTCOME (Clearance) LETTER from the Texas Board of Nursing PRIOR to APPLYING in any nursing program. *Blue Card/Outcome letter valid for two years from postmark date.*

***RN-BSN: Active RN License is the only requirement for this category.**

ALLIED HEALTH PROGRAMS:

- Attend an Information/Advising Session- Mandatory

Criminal Background Check:

If the student has a POSITIVE criminal background (arrests, charges pending, deferred) please contact the Clinical Affairs Specialist 4-6 months PRIOR to applying to a program. Most of the programs need clearance from their respective Board in order to apply to the program.

If the student DOES NOT have a criminal background, complete background check once the student creates and pays for their COMPLIO account.

Immunizations required for NAH Programs (must be validated/stamped by facility):

- Tetanus/Diphtheria/Pertussis** (Tdap) - within last 10 years
- Hepatitis B**- complete 3 dose (4-6 months), or 2 dose (1-2 months) vaccine series or titer report proving immunity
- MMR** (Measles, Mumps, Rubella) – 2 doses required or titer report proving immunity
- Varicella** (Chicken Pox) - 2 doses required or titer report proving immunity
- Meningitis** (for entering students 21 years old and under) – 1 dose is accepted if within the last 5 years or must have 2 completed doses
- COVID-19 Vaccine** – Is **NOT** a requirement (subject to change), *however*, if a clinical/practicum site mandates the vaccine, student must comply with their policy. (*Exemptions for Health or Religious beliefs can be submitted to site).

*All required immunizations/titers must be from a U.S. medical source. Student must contact Clinical Affairs Specialist to have their immunizations (shot record) reviewed.

Ready to register OR have been accepted to a program

- Current TB/PPD** or **current Chest X-Ray** and **Flu** (required from August to April and **MUST** include vial lot # and vial expiration date on the form) are required.
- Current CPR:** American Heart Association for BLS Provider certification is required; renew every two (2) years. **NO ONLINE CPR COURSES WILL BE ACCEPTED** [AHA CPR Link](#)
- First Aid- American Heart Association** (*required ONLY for OTA & PTA Programs*)
- Current **Health Insurance Card** and Verification of Coverage Letter OR **Student Accidental Insurance**
- Current/Valid TX Driver's license, Texas ID, Passport, or US Military ID** with visible signature and photo
- Valid Social Security Card** for verification purposes (required by clinical affiliates and state-licensing boards); card must be signed
- Download, print, complete, and sign the clinical requirement forms (see forms needed below)
- [NAH Functional Abilities Standards \(PDF\)](#)
- [Background Check Authorization & Release Form \(PDF\)](#)
- [Disclosure Statement \(for VN & ADN Programs ONLY\)](#)
- [NAH Policy \(PDF\)](#)
- [Information Security Agreement \(PDF\)](#)
- [COVID-19 Clinical/Practicum Student Acknowledgement Form](#)
- Follow link: [Self-Enrolled Hospital Orientation Instruction Sheet](#)

Create Complio Account

- Create Complio account at [Complio Website](#).

For technical support, call American DataBank at 1-800-200-0853.

Nursing Programs:

- Select a Department and a Program of Study- Load Packages
- Select 14-month Subscription-\$15 AND Drug & Alcohol Screen*-\$38 (\$53)

Allied Health Programs:

- Select a Department and a Program of Study- Load Packages
- Select 14-month subscription-\$15 AND Criminal Background Check AND Drug & Alcohol Screen*-\$70 (\$85)

***10-panel Drug & Alcohol Screen MUST BE NEGATIVE**

For assistance with scanning and uploading your Complio documents contact:

NAH Open lab at 956-872-3067 or NAH Library at 956-872-3112

After uploading your documents, allow up to five (5) business days for Administrator/Clinical Affairs Specialist to review your documents.

- If an item is not accepted, you will receive an email notification indicating reason (please check your Complio).
- If an item is about to expire, you will receive email notifications prompting you to update the item before it expires.

Complio-Compliant

- Once you are **COMPLIANT** on all items, print your Complio Summary Report and email it in to the Program Advisor for your Prospective program of study.
 - Follow-up with your program on any deadlines or announcements (orientation, registration, boot camp)