



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 Specialist is located at NAH-A Office Room #124
Office Phone: (956) 872-3022 ~ Email: clinicalaffairs@southtexascollege.edu
Website: https://nah.southtexascollege.edu/clinical_affairs.html

Before Applying/Registering to a NAH Program:

NURSING PROGRAMS (Associate Degree Nursing /Vocational Nursing):

- Attend an Advising Session- Mandatory

Criminal Background Check:

Student must contact Clinical Affairs Specialist to complete “Texas Board of Nursing Roster Form” ***Process can take up to 2-4 weeks. Students with a positive Criminal Background-Declaratory Order can take up to 6 months.***

Students 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.*

Immunizations (must be validated/stamped by facility):

- Tetanus/Diphtheria/Pertussis (Tdap) - within last 10 years
- Hepatitis B complete 3 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

*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.

ALLIED HEALTH PROGRAMS:

- Attend an 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. 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 (must be validated/stamped by facility):

- Tetanus/Diphtheria/Pertussis (Tdap) - within last 10 years
- Hepatitis B complete 3 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

*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 (must be within the last three months) 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 Healthcare Providers OR BLS Provider certification is required; renew every two (2) years. NO ONLINE CPR COURSES ARE ACCEPTED
- Proof of CURRENT Health Insurance OR Student Accidental Insurance (see providers list)
- Current/Valid TX Driver's license, Texas ID, Passport, or US Military ID with visible signature and photo
- Social Security Card for verification purposes (required by some clinical affiliates and state-licensing board); card, must be signed.
- Download and print the clinical requirements packet (Nursing or Allied Health Program) Clinical/Practicum Compliance Packet
- Complete form TECHNICAL PERFORMANCE STANDARDS- signed statement of ability to perform technical standards for nursing and allied health program of study.
- Complete and sign form BACKGROUND CHECK AUTHORIZATION AND RELEASE FORM
- Complete and sign DISCLOSURE STATEMENT (*for Nursing Programs ONLY*)
- Complete and sign Manual of Policy 3337 (NAH Policy)
- Complete STUDENT CLINICAL/PRACTICUM HOSPITAL ORIENTATION (Instructions in packet)

Create Complio Account

- Create Complio account at Complio. 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)
- Scan, upload, and attach all of your required documents.
- If an item is not accepted, you will receive an email notification indicating reason.
- If an item is about to expire, you will receive email notification prompting you to update item.

For assistance with your Complio, stop by the NAH Open lab (take all of your documents with you)

After uploading your documents, allow up to two (2) business days for Administrator/Clinical Affairs Specialist to review your documents.

***Drug & Alcohol Screen MUST BE NEGATIVE**

Complio-Compliant

- Print your Complio Summary Report and turn it in to the Faculty Secretary for your Prospective program of study, once you are COMPLIANT.
 - Follow-up with your program on any deadlines or announcements (orientation, registration, boot camp)