



RUTGERS HEALTH
School of Nursing

Clinical Compliance Overview

Office of Student Services Operations
Office of Clinical Compliance

Yvonne McClendon

Director of Student Affairs Operations

Vivian Molina

Manager of Student Clinical Compliance

Sherri Lynn Moose

Program Coordinator

Who are we?

The Office of Clinical Compliance is responsible for the process, policy and procedures required for all School of Nursing students engaged in the clinical experience.

Specifically we:

- Verify that all student clinical requirements are completed and comply with the regulations set forth by the contracted clinical sites
 - Initiate contracts and required paperwork necessary for the clinical experience.
 - Oversee the clinical placement process for the graduate, RN to BS and School Nurse Certificate programs.
 - Notification of student compliance status to program directors when necessary
-



Clinical Compliance Deadline

- For the protection of yourself and the patients, there are a number of requirements to be completed prior to being cleared to participate in your clinicals. Each semester has a **Final Clearance Date** by which all requirements must be completed.

Clinical Compliance Deadline – ASAP

- Failure to complete all requirements by this date will impact your clinical placement and status



Clinical Compliance Requirements

There are six (6) components to the Clinical Compliance requirement for Undergraduate students:

- **Health/Immunization**

- Annual Physical
- COVID Vaccine/Booster
- Flu Vaccination



Student Health Services -
Upload to
Patient Immunization Portal at
[https://patient-
rbhs.medicatconnect.com](https://patient-rbhs.medicatconnect.com)

- **Background Check**
- **Urine Drug Screening**
- **Student Disclosure Form**
- **Cardiopulmonary Resuscitation Training**
 - (American Heart Association CPR/BLS for Healthcare providers)
- **Student Notification of Program Requirements**



CastleBranch

Some requirements may take only a day to complete, while others can take several months and require multiple visits to a physician. It cannot be stressed enough how important it is that students read and understand each requirement and begin completing them long before the final clearance date.

Health/Immunization
Annual Physical
COVID Vaccine/Booster
Flu Vaccine



Flu Vaccination, Annual Physical, COVID Vaccine

- The Flu Vaccination is part of your Health and Immunization requirement. If you do not have a flu vaccine on file with Student Health Services you are considered non-compliant for the health and immunization requirement.
- All students are required to have the **2024-2025 Flu Vaccination** in order to participate in Summer 2025 clinicals. **This vaccination must have a date after August 1, 2024.** The vaccination must be for the 2024-2025 flu season. Please check with your healthcare provider to ensure that you receive the proper vaccine. Students must submit Flu Vaccination information to Student Health Services through the **Patient Immunization Portal** at <https://patient-rbhs.medicatconnect.com> under **Immunization Record**.
- COVID Vaccine/Booster – Clinical Students are required to be fully vaccinated per the policies in place by our clinical affiliation sites.
- Annual Physical – All students are required to have an annual physical on file for compliance.
- Any questions about Health/Immunization and Flu Vaccination requirements please contact **Student Health Services**, via **secure message** through the **Patient Immunization Portal** at <https://patient-rbhs.medicatconnect.com/> (log on using netid and password)

Student Health/Immunization, Annual Physical and Flu

- In order to complete your health/immunization and flu vaccination please visit the Student Health Services website at <https://www.rutgers.edu/student-immunizations/nursing> Please select **Clinical Programs** then **Second Degree** to access your immunization packet and download the packet to be completed by your primary care physician.
 - **You must follow the directions on the packet**
- Students must submit all information to Student Health Services through the **Patient Immunization Portal** at <https://patient-rbhs.medicatconnect.com> under **Immunization Record**. Please log on and enter your Rutgers NETID and password to upload your documents.
- Any questions about Health/Immunization, Flu Vaccination, Annual Physical and COVID Vaccine requirements please contact **Student Health Services**, via **secure message** through the **Patient Immunization Portal** at <https://patient-rbhs.medicatconnect.com>
- To submit your health and immunization documents, You may also fax your documents to Student Health Services at (973) 972-0018
 - ***The Office of Clinical Compliance does not process any health/immunization related documents, please do not forward them to our office.***



Student Health and Immunization

<https://www.rutgers.edu/student-immunizations/nursing>

The screenshot shows a web browser with the URL [rutgers.edu/student-immunizations/nursing](https://www.rutgers.edu/student-immunizations/nursing). The Rutgers logo is in the top left, and navigation links for New Brunswick, Newark, Camden, and Rutgers Health are in the top right. A horizontal menu contains: About Rutgers, Academics, Admissions & Tuition, Experience Rutgers, Research, and Health & F. The main heading is "Immunization Requirements". A left sidebar lists categories: Undergraduate Students, Graduate Students (Non-Clinical), Dental | Medical Students, **Nursing Students** (highlighted with a blue bar), Pharmacy Students, Psychology Graduate Students, School of Health Professions Students, Deadlines, and Frequently Asked Questions. The main content area is titled "Nursing students" and includes "Clinical Programs" and "Bachelor of Science in Nursing (BS)". Under "BS", there is a list of programs: Traditional Baccalaureate (Newark & New Brunswick), Blackwood, Second Degree, and RN to BS in Nursing. A red arrow points from "Nursing students" to "Clinical Programs", and another red arrow points from "Program" to "Blackwood". Below this is "School Nurse Certificates" with a link to "School Nurse Certificate".

RUTGERS New Brunswick Newark Camden Rutgers Health

About Rutgers Academics Admissions & Tuition Experience Rutgers Research Health & F

Immunization Requirements

Undergraduate Students

Graduate Students (Non-Clinical)

Dental | Medical Students

Nursing Students

Pharmacy Students

Psychology Graduate Students

School of Health Professions Students

Deadlines

Frequently Asked Questions

Nursing students

Clinical Programs

Bachelor of Science in Nursing (BS)

- [Traditional Baccalaureate \(Newark & New Brunswick\)](#)
- [Blackwood](#)
- [Second Degree](#)
- [RN to BS in Nursing](#)

School Nurse Certificates

- [School Nurse Certificate](#)



Immunization Packet - 4 steps

All forms and uploads must be completed at <https://patient-rbhs.mediateconnect.com>

1 Fill out the Mandatory Health Questionnaire

2 Ask your healthcare provider to fill out this immunization packet

Some of your vaccines may have already transferred into our system from the NJ vaccine registry or your previous time at Rutgers. To check your vaccine record, PRINT your record from the Immunization tab.
Please do not re-submit immunizations that are already in the system.

3 Enter the dates of your vaccines or labs under the Immunization tab

4 Upload your signed, completed packet and any supporting documentation, if applicable (ex: labs, blood work, x-ray report)

Clinical students (category 1) immunization requirements apply to students who will see patients or clients during the course of their program and may be exposed to blood or body fluids. Not sure of your category? Reach out to your program.

Required:
COVID-19: updated COVID vaccine or original booster dose
Measles Mumps Rubella
Hepatitis B, including labs for immunity
Adul: Tdap
Tuberculosis screening
Varicella
Annual flu

May be required (see immunization form for details):
Meningitis ACYW
Meningitis B

Questions? Send us a secure message through the portal at <https://patient-rbhs.mediateconnect.com>

9/2023



Use your Rutgers login to upload this completed and signed form into <https://patient-rbhs.mediateconnect.com/>

Questions?
Log in and send us a secure message.

Student to complete (please print or type)

Last name _____ First name _____ DOB (mm/dd/yyyy) _____
RUID or A number _____ Email _____ Cell phone _____
School/Program _____ Grad year _____

Healthcare provider to complete (please print or type)

Measles, Mumps, Rubella (MMR) – Complete option A, B, or C to fulfill this requirement			
Option A: MMR vaccine doses	Vaccine/Titer	Date (mm/dd/yyyy)	Result
First dose on or after first birthday and a second dose at least 28 days after.	MMR dose 1	___/___/___	
	MMR dose 2	___/___/___	
Option B: MMR serological immunity To satisfy this option, blood tests must demonstrate immunity to measles, mumps, and rubella. LAB REPORTS ARE REQUIRED AND MUST BE UPLOADED AS AN ATTACHMENT	Measles (Rubella) titer	___/___/___	<input type="checkbox"/> Immune <input type="checkbox"/> Non-Immune
	Mumps titer	___/___/___	<input type="checkbox"/> Immune <input type="checkbox"/> Non-Immune
	Rubella titer	___/___/___	<input type="checkbox"/> Immune <input type="checkbox"/> Non-Immune
Option C: Measles, Mumps and Rubella	Measles dose 1	___/___/___	

Immunization Portal

- To confirm you have completed your health requirements, please log on to the **Patient Immunization Portal** at <https://patient-rbhs.medicatconnect.com/> with your Rutgers NETID and password. To view your immunization records, click on the Immunization tab, View History, and Print. At the bottom of your record, you will find any missing requirements. You may submit any outstanding immunization documentation through the portal under the Upload tab.
- If you are uncertain about your requirements, you may find your program and corresponding packet at: http://njms.rutgers.edu/shs/immun_son.cfm

Criminal Background Check, Urine Drug Testing and Student Disclosure Form

Student Notification of Program Requirements Form

CPR



Criminal Background Check, Urine Drug Testing and Student Disclosure Form

- Criminal Background Check (*pricing subject to change)
- Urine Drug Testing
- Student Disclosure Form

Rutgers School of Nursing uses **CastleBranch** (www.castlebranch.com) as a secure platform that allows you to order your background check, urine drug screen and complete your Student Disclosure Form online. Please refer to the following link for information:

<http://nursing.rutgers.edu/clinical/background-check.html>

Criminal Background & Disclosure Form Code RU38

Urine Drug Screen Code RU38DT

*An all-inclusive package is available. The package code is **RU38all** and includes the background check, document manager (disclosure form) and drug test all in one.*

Please indicate your NetID in the Student ID field. The criminal background check is good for two years. If you have completed this within the last two years via CastleBranch you will not need to do again. If you have any additional questions, please contact CastleBranch Student Support at 888-914-7279

Matriculation Statement - Students with any infraction(s) matriculate through the program at their own risk.



CastleBranch (screenshot)

If you have not received a package code from your school, simply [click here](#). Fill out the form - making sure to include the full name of your school and program - and we'll email you exactly what you need.



Place Order

Sign In

Solutions

Partners

Resources

About Us

Contact Sales

Support



Ordering your own background check?

Please enter the organization's package code.

Package Code:

Submit

School Administrators and Employers, [log in](#) to your Administrator Portal to view and manage your students and applicants and their orders.

If you do not know the package code, please contact Customer Service at (888) 723-4263 or customerservice@castlebranch.com

CPR (upload to Canvas)

- All students are required to have a current valid **American Heart Association "Basic Life Support for Health Care Providers"** CPR certification
- Upload a copy of CPR card (front and back) to Canvas in order to be cleared for clinical.
- These certifications can be completed at a variety of training centers and are valid for two (2) years from the day that you pass the course.

HEALTHCARE PROVIDER

Healthcare Provider

 American Heart Association

This card certifies that the above individual has successfully completed the cognitive and skills evaluations in accordance with the curriculum of the American Heart Association BLS for Healthcare Providers (CPR and AED) Program.

Issue Date

Recommended Renewal Date

HEALTHCARE PROVIDER

Training Center Name

TC ID #

TC Info

City, State

ZIP

TC Phone

Course Location

Instructor Name

Inst. ID #

Holder's Signature

© 2011 American Heart Association Tampering with this card will alter its appearance. 90-1801

Student Notification of Program Requirements Form (upload to Canvas)

- All students are required to complete and sign the **Student Notification of Program Requirements Form**. This form is a contract between the student and the School of Nursing which outlines some the key expectations of the clinical experience (please note that other rules and regulations will be provided throughout the program).



STUDENT NOTIFICATION OF PROGRAM REQUIREMENTS

Directions: Please read and complete this form.

1. The student is accountable for all policies and information contained within the **Student Clinical Clearance Guide**.
2. Students must review the **Rutgers School of Nursing Catalog**. The catalog serves as a resource for degree and major requirements, as well as academic policies and procedures and may be found online <http://nursing.rutgers.edu/catalog/index.html>
3. Student must read School of Nursing Policies and Guidelines which may be found at <http://nursing.rutgers.edu/catalog/index.html> . The Full student Policy index can also be found at <http://nursing.rutgers.edu/policies/index.html>
4. CONFIDENTIALITY: All students must keep strictly confidential, and shall not divulge to anyone, the identity of any patient, their medical condition, or their treatment.
5. Students who violate patient confidentiality in any format (verbally, email, text, social media, pictures, etc.) will fail the course. Also, the clinical facility reserves the right to terminate any student's clinical experience if the facility's confidentiality (HIPAA) policies are violated. This would result in course failure because course objectives cannot be met without clinical experience.
6. PERSONAL HEALTH INSURANCE: Current health insurance is required of all students, and proof of coverage must be provided if the clinical facility requests proof prior to providing patient care. Therefore, students should carry a copy of their insurance card. Your signature on this form signifies that you have read and understand these requirements. Failure to complete and submit this form will result in noncompliance which will impact progression in the nursing program. This form is in effect until the student's graduation.

I attest that I have fully reviewed and understand the information contained in this Student Clinical Clearance Guide and the referenced documents and websites and agree to comply with all stated regulations. As a student at the Rutgers School of Nursing, I understand that failure to comply with the stated regulations could lead to academic and/or disciplinary action(s).

Student Name: _____

Program: _____

Student signature _____ Date: _____

Introduction to Canvas



Canvas / Clinical Compliance



Shelby Pitts named interim assistant dean, Entry Into Practice Division >

Feb 23, 2024



Home health care linked to increased hospice use at end-of-life, study reveals >

Feb 22, 2024

[All News](#)

MAR

25

Meet the Specialty Director: Women's Health NP Program >

Online | 4:00 p.m. – 5:00 p.m.

MAR

28

SON Simulation Lab Tours - New Brunswick Campus >

New Brunswick, NJ | 11:00am - 2:30pm

[All Events](#)

Canvas may be accessed from SN website or <https://canvas.rutgers.edu/>

Get Started

[Visit](#)

[Join Mailing List](#)

[Apply](#)

Canvas / Clinical Compliance

Clinical Compliance Requirements <https://nursing.rutgers.edu/students/clinical/>

All requirements must be completed to participate in clinical.

- Clinical clearance requirements can be found on Canvas at <https://canvas.rutgers.edu> under the "**School of Nursing - Student Information**" section.

How to find the clinical requirements for your program:

1. Go to Canvas <https://canvas.rutgers.edu>
2. Log on using your NetId and password
3. Choose "**School of Nursing – Student Information**"
4. Read the Clinical Clearance Guide "Welcome"
5. Click "Modules" and you will automatically view the requirements for your degree program
Please use the clinical clearance grid located on the "syllabus page" in order to verify your program clinical requirements. Students are enrolled in "sections" which correspond with your program. Please confirm that you are enrolled in the correct section/program.
6. Click on "Grades" to see all requirements that you have completed

Special Note: Some clinical sites may require additional requirements not listed on Canvas. If additional information is needed you will be notified.



Navigating Canvas

School of Nursing - Student Information

Dashboard

Select "School of Nursing – Student Information"

The screenshot displays the Canvas dashboard interface. On the left is a vertical red navigation sidebar with icons for Account, Dashboard, Courses, Calendar, Inbox, Search, Commons, and Help. The main content area features two blue notification banners at the top. The first banner is titled "Canvas Roles Reminder - Only 1 TEACHER role per course!" and contains a reminder to ensure only one instructor is designated as the primary TEACHER role, with a link to a help article. The second banner is titled "School of Nursing Email" and provides instructions on setting the default email to a Connect/O365 account, with a link for more information and contact details for Asanté Barr. Below the notifications is a "Dashboard" section with a search bar. Three colored tiles are visible: a pink tile for "School of Nursing - Student Information" (with a red arrow pointing to its top-right menu icon), a blue tile for "FERPA Tutorial FERPA 101", and a green tile for "Universal Design for Learning (UD...)".

Navigating Canvas

School of Nursing - Student Information

[View All Pages](#)

[Front Page](#)

[Published](#)

[Assign To](#)

[Edit](#)

[⋮](#)

Clinical Clearance Guide [▲]

Welcome,

Clinical courses are an exciting and crucial part of the nursing educational process at the Rutgers School of Nursing. For the protection of yourself and patients, there are a number of requirements that need to be completed prior to participation in clinical courses.

- *Click on '**Modules**' and the Clinical Clearance Requirements for your degree program will appear. You may also refer to the grid on the syllabus to reference the specific requirements for your program.*
- *Use the Requirement Checklist to keep track of requirements.*
- *Traditional (Newark, New Brunswick and Blackwood), Second Degree BS in Nursing, RN to BS, and School Nurse Certificate students participating in **Summer 2025** clinical course(s) must complete all requirements **immediately**.*
- *Graduate students participating in **Summer 2025** clinical course(s) must complete all requirements **immediately**.*
- ***This includes an annual physical and the flu vaccine for the the 2024-2025 flu season with a current flu vaccine having been obtained after August 1, 2024.***

If you have questions throughout the process please reach out to the Office of Clinical Clearance via email clinicalclearance@sn.rutgers.edu

Thank you,










Yvonne McClendon,









Director of Student Clinical Compliance

Navigating Canvas

School of Nursing - Student Information

Course Syllabus

-  Home
- Announcements
- Syllabus
- Modules
- Grades
- People
- Assignments 
- Discussions 
- Pages 
- Files 
- Outcomes 
- Quizzes 
- Collaborations 
- Conferences 
- Google Drive
- LockDown Browser
- Rutgers Libraries
- Search
- Student Instructional Rating Survey
- Media Gallery
- My Media
- Settings

-  Account
-  Dashboard
-  Courses
-  Calendar
-  Inbox
-  Search
-  Commons
-  Help

Course Syllabus

[Jump to Today](#) 

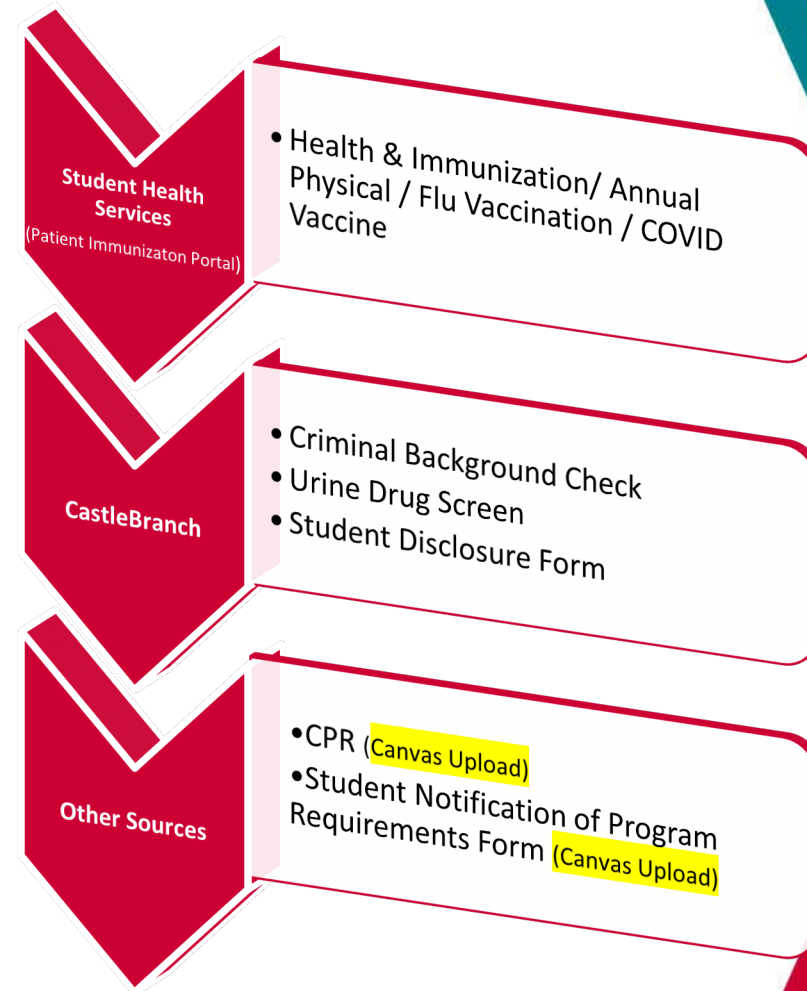
Clinical courses are an exciting and crucial part of your education at Rutgers School of Nursing. For the protection of yourself and the patients, there are a number of requirements that must be completed in order to participate in clinical(s).

- Traditional (NB/NWK) students** start their clinical experience in the Fall semester of their junior year and continue the experience throughout their senior year. Generally, these students will start the clinical clearance process in the spring semester of their sophomore year (the **semester prior** to the start of the clinical semester).
- Blackwood Students:** The Blackwood program has a summer admission cycle and the clinical experience starts in Fall semester. Students should start their clinical clearance process upon admission and throughout the summer semester (the **semester prior** to the start of the clinical semester) so that all requirements are completed for the Fall semester clinical experience. All **ongoing students** must maintain a "compliant" clearance status as they matriculate through the program.
- Second Degree BS in Nursing students:** All incoming Second Degree students must complete their clinical clearance requirements **immediately**. Clinical placements are secured for you prior to the start of every semester and your clearance status must be verified before you are assigned to your clinical site. All **ongoing students** must maintain a "compliant" clearance status as they matriculate through the program.
- RN to BS in Nursing and School Nurse Certificate Students:** We encourage our students to start the clinical clearance process the **semester prior** to the start of the clinical semester.
- Graduate Students:** Upon admission graduate students usually have at least two (2) years before they participate in the clinical experience and we encourage our students to start the clinical clearance process the **semester prior** to the start of the clinical semester.

	Traditional (Newark, New Brunswick and Blackwood Second Degree BS in Nursing)	RN to BS in Nursing	School Nurse Certificate	Executive Model	Leadership Programs (all levels) & Informatics	BS to DNP Programs & Masters <u>CNL</u>	PhD Programs
Health & Immunization <i>Including Flu Vaccination (Annual)</i>	☑	☑	☑	☑	☑	☑	☑
Criminal Background Check	☑	☑	☑	☐+	☑	☑	Not applicable
Student Disclosure Form	☑	☑	☑	☐+	☑	☑	Not applicable
Urine Drug Screening	☑	☐ **RECOMMENDED	☐ **RECOMMENDED	☐+	☐ <i>If required by clinical site**</i>	☐ <i>If required by clinical site**</i>	Not applicable
CPR/BLS	☑	☑	☑	Not applicable	Not applicable	☑	Not applicable
NJ RN License	Not applicable	☑	☑	☑	☑	☑	Not applicable
Student Notification of Program Requirements Form	☑	Not applicable	Not applicable	Not applicable	Not applicable	Not applicable	Not applicable

**** While the policy states that students must complete the drug screen only if required by the particular clinical agency at which they are assigned, please know that it is likely that you will be assigned to a clinical agency that requires a drug screen. As such, it is recommended that students complete the drug screen to avoid any delays in clinical placement.**

Clinical Compliance Overview



Office of Student Clinical Compliance

Office of Student Clinical Compliance

For questions or concerns regarding clinical compliance please email

clinicalclearance@sn.rutgers.edu

or call (973) 972-8544

Yvonne McClendon

Director of Student Affairs Operations

Sherri Lynn Moose

Program Coordinator

Vivian Molina

Manager of Student
Clinical Compliance