

Trinitas School of Nursing

Registration Requirement Explanation

Please use the following information as a guide to assist you in completing your registration documents. All must be submitted through **CastleBranch**.

Read this Important Information before you begin:

- All students must meet the following requirements before they are permitted to register for all clinical courses.
- All Original Forms, with your name on each form, must be electronically submitted to CastleBranch by following deadlines:
 - **December 6 for Spring Semester**
 - **December 1 for Spring Semester Flu Vaccine**
 - **May 6 for Fall Semester**
 - **April 6 for NURE 260/270**
- All questionnaires and forms can be found at www.trinitasschoolofnursing.org
 - Click on Program Information, then
 - Nursing Registration Information
- Students ***MUST*** maintain original forms for the own records.
- ***Read all instructions carefully as each student is responsible for the information below.***

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

- a. Print all pages of the Physical Examination Form
- b. 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. Ask your doctor/health care provider to review all lab results with you; Including: MMR (Measles, Mumps, Rubella) titers, Varicella (chicken pox) titer, and Hepatitis B.
 - If you are not immune to these diseases, you must take the vaccine accordingly.
 - Follow-up titer would be done three months after the administration of the vaccine.
 - If you are not immune to **Hepatitis B** and do not wish to receive the vaccine, you may sign the Hepatitis B waiver form on the last page of Physical Examination Form.
 - Hepatitis C screening is now required. If positive, medical clearance is required.

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

- Must be done and current through end of the semester you are registering for.
- The Tuberculosis (TB) test may be either a Mantoux skin test or a QuantiFERON-TB Gold Blood Test.
 - First Time Tuberculosis (TB) test takers
 - A 2-Step Mantoux Tuberculosis Test is required.
 - If you had a **positive Mantoux Test**,
 - A chest x-ray report within the past year or QuantiFERON-TB Gold Blood Test is acceptable.
 - A TB Questionnaire must be done every semester.

3. Tuberculosis (TB) test; All NURE 132, NURE 231, NURE 232, and LPN-RN Students

- a. **Mantoux Test (TB)** must not expire before the end of the semester you are registering for.
- b. If you had a past positive TB test, you do not have to do the TB Test, nor do you need to repeat your chest x-ray.

4. Measles, Mumps, Rubella.

- a. **If you received an MMR (Measles, Mumps, Rubella) vaccine** in the previous semester, you must repeat the blood titer for the disease that you were NOT Immune to. This will show whether you have built immunity to the vaccine that you received.

5. Drug Screening;

- a. Drug screen Consent Form is available through CastleBranch and the TON website under Forms and Applications.
- b. Form must be brought to Drug Test
- c. Must be performed at Trinitas Regional Medical Center Occupational Health Department
Trinitas Hospital Occupations Health Department,
1st Floor Administrative Services Bldg.,
Suite 202 240 Williamson Street, Elizabeth, NJ
- d. Call directly to make appointment at 908.994.5368

6. Flu Vaccine (For Spring Registration Only):

- a. A signed declination (Waiver) for the flu vaccine WILL NOT be accepted during the Flu season by all clinical facilities.

7. **Criminal background Check; required for entrance into NURE 131 and NURE 211/212**

- a. Please note, the timeframe to complete background check is 4 weeks
- b. All students must obtain a new background check annually, beginning registration for Fall 2021.

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8. Malpractice Insurance Requirement;

- a. Policy must cover the student for a \$2 million minimum per occurrence and \$4 million aggregate and state for RN Student
- b. Policy must be current through **December 30 for Fall semester**
- c. Policy must be current through **May 30 for Spring semester**
- d. Policy must be current through **December 30 for NURE 260/270**
- e. Policy must be uploaded to CastleBranch
- f. If company request a letter regarding coverage from Trinitas School of Nursing, please see Applications and Documents/Malpractice Letter
- g. 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

9. Proof of BLS/(Healthcare provider)/CPR completion through AHA;

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

10. TRMC Annual Mandatory Education completion; (Annually within calendar year)

- a. Must be completed once a calendar year
- b. Must upload proof of completion prior to registration
- c. Available for completion **January 2nd yearly**
- d. Please access through the following link
<https://pfm.healthcaresource.com/performance/trinitas>

11. Attestation/ Consent Form

- a. Must be uploaded to Castlebranch every registration

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

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

13. Fees

- a. Students are responsible for all fees associated with above requirements

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Important note:

If you are requesting an accommodation; documentation from the UCC Office of Disability, Request for accommodation must be submitted directly to Course faculty.