CSULB School of Nursing
New Nursing Student To-Do Checklist and Timeline

All forms and instructions necessary to complete the following requirements are found at the CSULB School of Nursing website (in a special page for Fall New Students). Please adhere to the following timeline for accomplishing different requirements.

DUE TO BE COMPLETED BY ORIENTATION:

☐ Create Your Online Immunization Tracker Account and Order Background Check.
  ► Print out and carefully follow Pre-Orientation Online Tracker Account Creation and Set-up document online.
  ► Order a Background Check through the website.
  ► Scan and upload your Driver’s License.

Please bring what hard copies you have to Orientation – we will review these documents if there is time!

Required Documentation (start acquiring these documents ASAP to avoid any complications attending clinicals – AND – bring what you have for Orientation):

☐ Initial Quantitative Serum Titers w/ Numeric Value: lab test results for the following titers should be brought to New Student Orientation. Exceptions: if you’re in the midst of receiving a vaccination series, for a particular disease, wait to get that specific titer. (Please see Vaccine and Titer Information Packet online).

  ► Varicella IgG titer  ► Rubeola IgG titer  ► Mumps IgG titer
  ► Rubella IgG titer  ► HbsAb IgG titer (Hep B)

☐ Vaccine Records (needed from non-immune or equivocal student*): for the following diseases (please see Vaccine and Titer Information Packet online):

  • Rubeola (Measles)  • Varicella (Chicken Pox)
  • Mumps  • Hepatitis B (as appropriate
  • Rubella  – see below)

  ➢ *If any of your titers come back non-immune for a specific disease, please do one of the following by Orientation:
    1) Start the vaccination series for that disease (if you haven’t received the series in the past)
    2) If you’ve already received the series for a specific disease, but have come back negative, please get a booster or, for Hep B, restart the series for that disease.

Clinical sites ask for numeric quantitative values, not just whether or not a student is immune/non-immune, OR reactive/non-reactive. The facilities have the right to refuse anyone onto the site if they are not provided this information. Therefore, please do not waste your time/money getting anything else.

☐ Hepatitis B Vaccination Series Completed or Must Be in Progress: If you haven’t already had the Hep B series, you will need to start it immediately. The Hep B Series is three injections: 1st injection is at time 0,
2nd injection is one month later, and 3rd injection is five months after the 2nd (6 months total). If you’re not sure whether you’ve received the series, start with the Hep B titer.

**Tdap Tetanus:** You must have received the TDaP tetanus vaccine within the last 10 years. (Note: There are multiple types of Tetanus vaccines (TDaP, Td, DTaP, DT, etc.). If you received the Td or DT tetanus vaccine, then you **MUST** obtain a TDaP vaccine. No titer lab report is required for TDaP.

► You will need TDaP documentation, not your Physical Exam Form, indicating the specific type of tetanus vaccination you have received.

**Flu Shot:** Please provide us with a copy of your flu shot. This also **cannot** be your physical exam form. It needs to be a separate document.

**Obtain 2-Step PPD/Mantoux TB Test and/or Chest X-Ray (for those who are PPD positive only):** See 2-Step TB Explanation Packet online. Have your healthcare provider record results on the 2-Step TB Screening Form.

**Physical Exam Form (#1) signed by a health care provider** – you must have had a physical exam within the last 6 months. If you don’t have a personal physician/health care provider, please see the website for information about your options.

**Copy of American Heart Association CPR Healthcare Provider card:** All student CPR cards are only good for one year, despite the fact that your card states two years. This must be certification course for healthcare providers.

**Evidence of Malpractice Certificate:** Go to www.nso.com to obtain your malpractice coverage as a student RN. **Have your coverage start August 25** (this can be obtained in July). You will need to turn in actual certificate (not the proof of payment or invoice).

**Personal Health Insurance Card:** If your name is not on the card you must upload documentation proving coverage.

If you plan on using the University insurance (United Healthcare), they will not provide you with a card until the week before school starts. This is okay! Please just post it as soon as you get it.

If you have completed your tracker, you can request an early review of your health tracker only **AFTER** you have attached ALL of your documents. **Incomplete Trackers will not be reviewed early.** By uploading early, you will save yourself a lot of time and stress!

**ONLINE TRACKER MUST BE COMPLETE (with documentation that you are immune to the above or with proof that you are in progress):** July 16th

ALL REQUIREMENTS LISTED ABOVE MUST BE UPLOADED TO COMPLETE YOUR ONLINE TRACKER.

You will receive further instructions on how to complete your online health tracker at the New Student Orientation.