

Arapahoe Community College  
Nurse Aide Program  
**DOCUMENT CHECKLIST FOR CLINICAL COURSES**

**READ CAREFULLY**

Submission of the following documents are required **before or on date of info session. If all documentation is not submitted PRIOR to first day of class you will be asked to drop the course.** All documentation should be copies (not originals) and submitted as one stapled packet to drop box located at the front desk in room **A2230** (Annex 2<sup>nd</sup> floor) or brought to the mandatory info session. **You are encouraged to submit your documents as soon as possible.**

**Place the corresponding dates in the space provided; sign at bottom and submit with documents.** Details on how to complete this form can be found at [www.arapahoe.edu/nurseaide](http://www.arapahoe.edu/nurseaide)

**\*\*STUDENTS MISSING ANY OF THESE DOCUMENTS MUST SIGN AGREEMENT TO BRING FIRST DAY OF CLASS!**

Documentation attached 3 Hepatitis B vaccinations or immunity by titer

- Dates Received 1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_
- Or date of titer (**titer must show immunity**) \_\_\_\_\_

Documentation attached 2 MMR (Measles, Mumps, Rubella) vaccines or immunity by titer

- Dates Received 1. \_\_\_\_\_ 2. \_\_\_\_\_
- Or date of titer (**titer must show immunity**) \_\_\_\_\_

Documentation attached 2 Varicella (chicken pox) vaccines or immunity by titer

- Dates Received 1. \_\_\_\_\_ 2. \_\_\_\_\_
- Or date of titer (**titer must show immunity**) \_\_\_\_\_
- **History of disease is NOT acceptable**

Documentation attached Tdap vaccine **within 10 years**

- Date Received \_\_\_\_\_

Documentation of current season flu vaccine (**Spring due at Orientation, Summer n/a, Fall due October 15<sup>th</sup>**)

- Date Received \_\_\_\_\_

Documentation attached negative TB test (PPD) (most common) or negative chest x-ray (previous positive TB test).  
Test/X-ray must be dated **within the last 12 months and not expire before end of semester**

- Date Received \_\_\_\_\_ Result \_\_\_\_\_ Date of Result \_\_\_\_\_

Documentation attached CPR Certification Card from **an American Heart Association Basic Life Support For Health Care Providers**. [Link to American Heart Association Classes](#)

- Expiration Date \_\_\_\_\_
- Copy of card or print of electronic document

Receipt confirming purchase of Background Check and Drug Screen through Castle Branch

- Attach copy of email receipt (to **CNA not nursing**)

Student Name \_\_\_\_\_ S# \_\_\_\_\_

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

DOB \_\_\_\_\_ Last four SS# \_\_\_\_\_

## Nurse Aide Compliance Documents:

### FAQs

- Compliance documents are **REQUIRED** by our clinical sites. If your compliance documentation is not complete and submitted **PRIOR** to the first day of class you will be asked to drop the course. Do not wait to start collecting this documentation and submit your documents ASAP
- The drug screen is random. You will be notified when to obtain. At this time you should only purchase the drug screen and Background Check through Castle Branch and attach the **email receipt** to the checklist for Orientation. Please do not submit your results to us, you will be asked to upload them to My Clinical Exchange at a later date. [Background check and drug screen vendor link](#)
- If you cannot obtain a copy of your childhood vaccines you may be able to demonstrate immunity to Hep B, MMR, and varicella with a titer. If you have documentation of the required vaccines **DO NOT** have a titer drawn.
- A titer is a blood test that will show the level of immunity a client has. Your medical provider is your best resource for this test. There are some local testing agencies that may be able to assist. **The titer must show “immunity”** through lab values and/or health provider confirmation. Students are encouraged to start gathering vaccine information early. If your titer level shows that you are **NOT IMMUNE** you will need to: receive two vaccines **OR** one vaccine and have another titer drawn that shows immunity. Both options take a lot of time (usually between 4-8 weeks), do not wait until the last minute.
- History of chicken pox is not acceptable. A demonstrated immunity is needed to enter hospital facilities. Immunity is either confirmed by a titer (blood test) or having the 2 vaccines.
- Additional details will be available in a follow up emails that will go to your ACC student email once you have registered for your Nurse Aide courses. Please make sure you are checking your ACC email so you do not miss important course info.