

REQUIRED DOCUMENTATION FOR ALL CLINICAL NURSING STUDENTS AND FACULTY

All clinical requirements are managed through System 32/Clinical Student, which requires the use of your Avila email. If you have not set up your Avila email, do so immediately. That is where you will receive all communication regarding the School of Nursing and documentation.

All documentation related to vaccinations/immunizations or other testing must be copies of official records provided by your health care provider, lab, or patient portal. All documents must include your name, the name of your physician (portal) or lab group, and the date of the immunization or lab result.

ALL REQUIREMENTS ARE SUBJECT TO CHANGE AT ANY TIME. You will be notified via email by Clinical Student or the School of Nursing of any changes or requirement issues that require your attention.

REQUIREMENT	CRITERIA FOR APPROVAL
BLS	<p>Basic Life Support (BLS)—This must be done through the American Heart Association and be the Basic Life Support (BLS) for Healthcare Professionals. It must be kept current throughout the program. Failure to do so will result in your removal from the program or prevent you from participating in clinical experiences.</p> <p>Option 1: Select “click here to register BLS CPR.” Use the calendar to select and register for a class. Courses for lay rescuers, such as “Heart Saver” or through the Red Cross, are not acceptable. The course must include a physical hands-on validation of skills.</p> <p>Option 2: We hope to have a CPR class in the School of Nursing sometime in July. More information will be sent when details become available. The cost is \$85 for the complete course and \$70 for the hands on portion only with proof of completion of the online portion.</p>
CNE/KCANE Confidentiality Agreement	Download from Clinical Student, sign, and upload.
Clinical Orientation Competency Exam	This is completed through Clinical Student. The Clinical Orientation manual is available in “Shared Documents” on Clinical Student.
Color Blindness Screening	Complete using the screening tool on Clinical Student
Criminal Background Screening	MUST register for and complete through Clinical Student. Pay careful attention to all processing requirements, including the Family Care Safety Registry. The cost of registration with the Family Care Safety Registry is at the student’s expense.
Drug Screen	MUST register/schedule through Clinical Student. Once registered, you will receive an “invitation” for the screening. THE INVITATION IS ONLY GOOD FOR TWO WEEKS. If you miss your appointment, you cannot reschedule and will not be

	<p>allowed into the School of Nursing program.</p> <p>You will not be allowed into the School of Nursing program if you receive a positive or positive dilute screen. If you receive a negative dilute screen, you must retest at an additional cost.</p> <p>If you are taking a controlled substance and test positive, you will be required to provide proof from your health care provider. However, there is no exception for marijuana or medical marijuana; a positive finding will result in your not being allowed into the School of Nursing.</p>
Health Insurance	<p>A copy of your health insurance card or letter from your insurance company stating the date(s) of coverage.</p> <p>If you do not have health insurance, visit HealthCare.gov. You are entirely responsible for the type of coverage you get.</p>
Physical Activity Release form	<p>Download the form, have it signed by a healthcare professional (MD, DO, PA, or NP), and upload it.</p>
Hepatitis B (HepB)	<p>A positive titer or waiver is required.</p> <p>Titer documentation must provide the student's full name, date of birth or medical record number, the date of the blood draw, and the reference range for the results.</p> <p>Though not recommended, the vaccination can be waived. Please sign and submit the HepB information sheet in Shared Documents on Clinical Student.</p>
Measles, Mumps, Rubella (MMR)	<p>Official documentation showing the two-vaccination series OR a positive titer. All titer documentation has to contain the student's full name, date of birth or medical record number, the date the blood draw occurred, the result, and the reference range for the result.</p>
Varicella (Chicken Pox)	<p>Official documentation showing the two-vaccination series OR a positive titer. All titer documentation has to contain the student's full name, date of birth or medical record number, the date the blood draw occurred, the result, and the reference range for the result.</p>
Tetanus-Diphtheria-Acellular Pertussis (Tdap)	<p>Vaccination must be less than 10 years old. If your vaccination will expire within 24 months of the program's start, it is highly recommended that you get an updated vaccination so you will not be at risk of becoming non-compliant.</p>
Tuberculosis Screening (TB)	<p>Two negative TB skin tests, one negative blood test, and one annual test thereafter.</p>
CNE/KCANE TB Risk Assessment Form	<p>Download, complete, sign, and upload if required due to TB vaccination or previous positive TB screen.</p>

COVID 19	Vaccination
Influenza	Annual vaccination. It must be for the current academic year and flu season. (After Sept 1st of the current flu season.)

For more detailed information on required documentation, please review Appendix D of the Clinical Orientation Manual, which is located in shared documents on Clinical Student.

OTHER SCHOOL OF NURSING REQUIREMENTS/EXPENSES

Laptop	<p>All nursing exams and assessments are completed online through ExamSoft. Students must have their laptop. There are no exceptions. In addition, iPads may not be used. Exemplify will not run on Chromebooks, Android, or Linux operating systems. Exemplify does not support touchscreen input on Mac or Windows laptops. For full details on Minimum System Requirements (MSRs) go to:</p> <p>https://examsoft.com/resources/exemplify-minimum-system-requirements/</p>
Scrubs	<p>Purple or black scrubs with the Avila School of Nursing logo are required. Purple scrubs must be purchased from:</p> <p style="text-align: center;">Uniforms and More 1156 W 103rd St Kansas City, MO 64114 816-942-5959</p> <p>Black scrubs may be purchased from any scrub supplier but must be taken to Uniforms and More for the Avila School of Nursing Logo embroidery.</p>
Books	<p>Estimated cost each semester:</p> <p>Semester 1 \$200 Semester 2 \$325 Semester 3 \$55 Semester 4 \$110 Total buying all books = \$690</p> <p>Some books can be rented. Please see the SON Canvas page for more details.</p>

2/19/25