NURSING HEALTH REQUIREMENTS: CASTLEBRANCH

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WHAT IS CASTLEBRANCH?

- Online tracking system for health records
- Required for all nursing programs
 - Based on SEWNA requirements



- When to register and complete requirements:
 - RIGHT AWAY!
 - For online orientation, must show complete 'To-Do' list to be successful in course
 - A hold is placed on your registration account (IOL) until all requirements are complete
 - Needed throughout entirety of nursing program



WHAT DO YOU NEED?

- Immunization History
 - TDAP
 - TDAP required in history, PLUS either a TDAP booster OR TD booster within last 10 years
 - Measles
 - 2 vaccines OR positive antibody titer
 - Mumps
 - If born after 1/1/1957: 2 vaccines OR positive antibody titer
 - Rubella
 - 2 vaccines OR positive antibody titer
 - Varicella (chicken pox)
 - 2 vaccines OR positive antibody titer
 - Annual flu shot
 - Due by October 15th of each year
 - Covid vaccination series
 - either one dose of Johnson and Johnson or 2 dose series of Moderna or Pfizer
 - Booster (not currently required as of April 2022, but may be in the future)
 - Hepatitis B series
 - positive antibody titer OR 3 doses

Immunization TIP:

If you grew up in Arizona you can go to the <u>Arizona Department of Health</u> <u>Services MyIR</u> site to look up your immunizations.

Another resource in Arizona would be the Health office at the High School you attended in Arizona. Otherwise, contact your primary care provider for a list of your immunizations.

Titer TIP:

You can contact your provider to order a titer or vaccine, or use any of these sites: <u>www.schooltiters.com</u> <u>www.anylabtestnow.com</u> https://www.cvs.com/minuteclinic

WHAT DO YOU NEED? CONTINUED...

- Annual TB skin test
 - A 2 step skin test or QuantiFERON blood test is required to be completed at the beginning
 - If positive submit a clear (current, within past 12 months) chest x-ray and fill out TB questionnaire annually
 - Annually thereafter, a 1 step skin test or QuantiFERON blood test is required to be completed
- History and Physical examination
 - For the first time the entire form (including doctor's signature on page 4) is required
 - Annually moving forward you will be required to fill out the health history on the first 3 pages but you do not need a doctor's physical or signature
- CPR

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- It is a requirement that the certificate be through American Heart Association
 - BLS for Providers
 CPR TIP:

 Can do online with in person skills session or in person class
 Sign up for online course:

 https://shopcpr.heart.org/courses/bls?aha_product_type=99&associated_course=49&audience=59&format=88
 Sign up for in-class skills check off

 https://ahainstructornetwork.americanheart.org/AHAECC/classConnector.jsp?pid=ahaecc.classconnector.home&courseid
 =1-5BPOMK&&language=1001& ga=2.91421849.2055285487.1578327641-453186194.1568832621

TB Test TIP: Go to your provider or any lab service: <u>www.anylabtestnow.com</u> https://www.cvs.com/minuteclinic

WHAT DO YOU NEED? CONTINUED...

- Drug screen
 - When you download the drug test it will give you a list of locations near you where you can submit your urine for testing
 - You will need to call the location directly to determine if an appointment is needed.
- Caregiver Background Check
 - Completely and honestly fill out BID Form annually
- Arizona Department of Safety Level 1 Fingerprint Clearance Card
- RN License (if in RN-BSN, MSN, or DNP programs)
 - If in DEMSN program, check that you are an undergraduate student so that it will not require you to upload a RN License
- E-Learning (HIPAA and OSHA)



WHAT TO SUBMIT?

MESSAGES (44)	To-Do Lists
TO-DO LISTS	Click the blue plus signs below to expand your requirements.
DOCUMENT CENTER *	Clinical Requirements AQ88 8 Requirements
RESOURCE CENTER	Need help completing your requirements? CLICK HERE for a full list of Video Tutorials that can assist you Still have questions? CLICK HERE to submit a support request inquiry to our User Experience team. You o

- Download, fill out and upload your complete BID form
- Print out the drug test page, find the closest center listed to take the test
 - Call ahead to see if you need to make an appointment/they have availability
 - Complete this ASAP as drug testing site can be delayed/booked far in advance
- Print out the drug test page, find the closest center listed to take the test
- Upload your RN license and current CPR
 - Must be through American Heart Association, BLS for Providers
- Fill out, have doctor sign last page and upload history and physical

Submission TIP:

- Click on the + sign next to each requirement to see details
- Click the 'browse' next to 'Your computer or flash drive' to submit a requirement
- Make sure to click 'Submit' after attaching file

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7	. Tuberculosis (TB) - Renew	al	
(] 8	8. TB Symptom Review		
و 🕀	. CPR Certification		
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Must be th Provider c	e American Heart Association Healthcare ourse.	e myCB	04/02/2021 12:07:40
including t	on of the certification is acceptable, he electronic certificate of completion of copy of electronic CPR card.		
	al date will be set based on the expiration	of	
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WHAT HAPPENS AFTER EVERYTHING IS COMPLETE?

- Once completed, all of your requirements will appear as a green 'completed' box
 - Your hold will be removed from your IOL account by the Clinical Liaison
- CastleBranch will notify you when something is due (about 60 days beforehand)
 - Yearly TB, seasonal flu shot, bi-annual CPR, annual history form (only first 3 pages), biannual RN license, annual BID
- If the requirement is not completed by due date:
 - A hold will be placed on your IOL account until you fulfill the requirement
 - If in clinical/practicum, you and your instructor will be told that you cannot participate until you fulfill your requirement
 - This puts your success in the clinical course in jeopardy!
- If an item is rejected, CastleBranch will list why it was rejected under your 'To-Do List'
 - Don't just assume that once you submit everything that you are done! Make sure to check for anything rejected and make sure you have all green boxes!

11. CPR Certification - Renewal			Due Date: 04/05/2022	R ejected
	Please submit a current CPR card.	Alverno College - School of Nursing	04/04/2022 03:02:5	3 PM EDT





OTHER HOUSEKEEPING ITEMS

- Remember that CastleBranch's 'To-Do' list will always house the most up-to-date requirements
- Make a habit of checking into CastleBranch periodically to see when items will be due so that you can plan ahead

VIDEO

- Next- watch the short video provided on how to register in CastleBranch
- Questions?
 - Call CastleBranch at (888) 723-4263 or see their list of video tutorials
 - Call or email Alverno's Clinical Liaison with any questions or concerns that CastleBranch cannot answer

