

**College of Health and Human Services
Agency Requirements**

As part of the affiliation agreements between the different agencies and the College of Health and Human Services, you are required to provide specific compliance records to the college (in addition to those you provide to the university) before you can start your clinical/practicum/internship. Please **complete** this form by **recording** the immunization and other dates and **attaching proof** where required. When complete, turn in a copy to Ashley Lopez in the CHHS Advising Center, located in the Health and Human Services Building, Room 103D, or if you would like to fax this form and any attachments the fax number is 704-687-1655. If you have any questions please contact Ashley Lopez at 704-687-7922.

NAME:	STUDENT ID:			DOB:	
Immunization	mo/day/year	mo/day/year	mo/day/year	mo/day/year	
3 DPT (diphtheria, tetanus, pertussis)	#1	#2	#3		
Tetanus Booster within 10 yrs.					
MMR Measles, Mumps, Rubella	#1	#2	or	Titer date & results (attach proof)	
Hepatitis B Series of 3	#1	#2	#3	or	form to decline
Varicella (chicken pox) series of two doses or titer	#1	#2	or	Titer date & results (attach proof)	
Tuberculin Skin Test (PPD)					
<i>Annual requirement. If PPD is positive, a one time chest x-ray is required. Chest x-ray documentation to include date, results, and recommendation(s) for future testing.</i>					
Some agencies require a two-step testing process that requires a second PPD be administered and read within 1 - 3 weeks of the initial test. You will be notified by your program coordinator if you need a two-step.					
Date	Results	Attach proof with date and results of PPD			
		Annual requirement			

Additional Compliance Requirements - (All of these may not be required by your agency, or additional requirements may be needed, check with your program coordinator.)	
Criminal Background Check	Date completed:
Drug Screening	Date received:
Bloodborne Pathogens Training (Annual)	Date completed:
Liability Insurance	Coverage dates:
CPR	Certification dates:
Always make a copy for your records before turning in to the CHHS Advising Center	

If you plan to use the Student Health Center to receive any of your immunizations you must call 704-687-7400 to schedule an appointment. Doing this will save you time and trips to the SHC.