

## Student Record After Selection

**If selected to the nursing program, a Canvas Course invitation will be sent to your Vernon College email address.** Students are required to accept the Canvas course invitation in a timely manner. Review items posted on the home page “Student Record After Selection” and be prepared to complete during the mandatory pre-program session and/or the by the first day of classes. Detailed information of items will be posted on Canvas.

- **BON Criminal Background Check (CBC) Guidelines:**
  - Admission to the program is conditional based on a DPS/FBI clear criminal background check (CBC), which is mandated by the Texas Board of Nursing (BON). This becomes especially important if a student know there have been legal issues in the past and a student’s background check may be positive and students are advised to contact Mary Rivard, Director of Nursing with any questions.
  - The review of a positive background may take months, which may prevent admission to program or completion of clinical rotation requirements. If a student’s background is under review by the BON and the student has not received the required documentation before the first day of class, a student may start “**conditionally**” until they are complete with the criminal background check process.
  - Following nursing application submission, the department will submit a new/accepted student applicant roster to the BON. Once entered there will be a 31-day initial review. Once the roster has been reviewed, applicants will be notified by the BON of the clearance process. Do not submit a Declaratory Order (DO) application unless you are notified by the BON to begin that process. The DO application is found on the BON web page: [http://www.bon.texas.gov/forms\\_declaratory\\_order.asp](http://www.bon.texas.gov/forms_declaratory_order.asp).
  - At this time, students are not required to do any steps to complete the check. Students will receive one of the three outcomes below within 31 days intimal review:
    - **Identogo Submit/resubmit Fingerprints**– not all students are required to submit fingerprints. If a student is required to do fingerprinting for the first time or a resubmission, Identogo will send an email with a service code and instructions on scheduling their appointment. The Identogo email will be sent to the student’s VC email address provided on the school roster. After finger printing is complete the student will continue with the process of two outcomes of either the blue card or letter.
    - **Blue Card** – mailed to address on nursing application.
    - **Outcome/Approval Letter**– mailed to address on nursing application. **Previous** Vernon College Nursing Program Students may use a past letter if on file in the student record.
  - The postmarked date on the card or letter for all **new students** will have to be postmarked after program selection. If a student was a previous nursing student, a request for a digital copy of card or letter can be added to your student record. Record must be within the last 2 semesters to be valid.
  
- **eScreen:**
  - Drug screening is mandatory for all nursing students prior to beginning the nursing program. A positive drug screen will result in immediate dismissal from the program. Any student refusing testing or having a confirmed positive drug screen will be immediately dismissed from the program and will not be allowed to reapply for a period of **at least two years**. Students may be subject to random alcohol/drug testing while enrolled in the program.

□ **Health Record Guidelines:**

- All students accepted to the program are required to follow the Health Record requirements which includes health insurance coverage. Students are not allowed in the clinical setting until ALL records are complete/current. CPR courses may be offered on the Vernon Campus and at the Century City Center. The Vernon College Physical form is posted on Canvas. The health record includes:
  - **Physical Examination** (VC Form) - is two (2) pages and must be completed by a licensed health care provider. A “sports physical” is not the same as a physical performed by a licensed health care provider and will not be accepted. Also, a physical examination from a Chiropractor is not accepted.
  - **Proof of Immunity** – students must provide immunization records or titer results. Vaccinations required are listed below:
    - Tdap (Tetanus/Diphtheria/Pertussis) – must be within the last 10 years
    - Bacterial Meningitis - the law does not apply to students age 22 and over
    - TB skin test (PPD) - will be updated every year while in the nursing program
    - Hepatitis B (3 shot series) – If a student does not have all vaccines, a student must have the first one to begin the Nursing Program. The remaining 2 will have to be received while in the Program.
    - Measles (Rubeola) (may be listed as MMR) – should have 2 documented.
    - Mumps (maybe listed as MMR) – should have 2 documented.
    - Rubella (maybe listed as MMR) – should have 2 documented.
    - Varicella immunization record - showing vaccination or document on VC form of history of illness.
  - **CPR Certification** - certification has to be from the American Heart Association or through an approved provider of the American Heart Association. This certification has to be in Basic Life Support. Any CPR Certification that states “Adult, Child, Infant.....” will not be accepted. Certification by the Red Cross is also not accepted. There are agencies that offer/provide the CPR Basic Life Support Course. Vernon College does offer this course and detailed information is posted on the Vernon College Website at <https://www.vernoncollege.edu/professional-development>.
  - **Proof of Health Insurance** - if student is on a parent’s policy, the card must have the students name listed or the student can attach a page where the covered dependents are listed showing student’s name. If a student does not have a current health care plan, [healthcare.gov](http://healthcare.gov) or [www.ejsmith.com](http://www.ejsmith.com) may be an option.