

# Fall 2024 BSN Program Dates

## April

1- Monday

- 6-8 p.m. - BSN Program Orientation – 1613/1615 TSB – Pizza/salad and pop/water will be provided.

**\*\*NOTE:** Review BSN requirements and create a schedule for any items that you are missing (CPR, vaccinations, etc.). See the following pages for detailed information.

- 7 p.m. – Student Nurses Association (SNA) Meeting – 1702 TSB. You are invited!

26 – Friday

- Deadline for all nursing course registration

## July

29 – Monday

- Deadline for CastleBranch account/background check to be started.
  - **NOTE: Failure to start your CastleBranch account or register for your nursing courses by this date may result in removal from the BSN program.**
- Urine Drug Screen – Complete between July 29th and August 21st, 2024. Results can take up to a week, so scheduling earlier is better.

## August

21 – Wednesday

- **ALL** CastleBranch requirements due; all documents must be uploaded no later than midnight.

26 – Monday

- First day of the semester. See [nmu.edu/calendars](http://nmu.edu/calendars) for NMU calendars.

27, 28, 29- Tuesday/Wednesday/Thursday **MANDATORY**

- Attend on one of dates for N-95 fit testing, will take approximately 10 minutes, in TSB 1703

30- Friday- **MANDATORY**

- Hospital onboarding day at 1pm in TSB 1706 (must wear/bring green scrub top for hospital badge photo)

**If you have any questions regarding your requirements and/or due dates, contact Julie Dobson at 906-227-1667 or [jdobson@nmu.edu](mailto:jdobson@nmu.edu).**

**If unable to reach Julie Dobson, please contact: The School of Nursing at 906-227-2834 or [bsnurse@nmu.edu](mailto:bsnurse@nmu.edu).**

### Fall 2024 NMU BSN Student Clinic Requirements Checklist

See the requirement sheets for additional details on the items below.

\*Health requirements are set by our clinical partners and are subject to change.\*

| Purchase Completed       | Dates   | Item                      | Order Details (both items are included in the same package code)   |
|--------------------------|---|---------------------------|--|
| <input type="checkbox"/> | Must purchase no later than 7/29/24 and complete requirements by 8/21/24. | Criminal Background Check | <a href="https://portal.castlebranch.com/OE66">https://portal.castlebranch.com/OE66</a> under the "Package Selection" tab, choose (minimum cost \$134.75) <b>OE66bsndt</b> |
|                          |   | Medical Document Manager* |  |

**\*CASTLEBRANCH WILL REQUIRE THE FOLLOWING 9 ITEMS. Upload the following to CastleBranch.com by midnight Wednesday, August 21, 2024**

| Done                     | Item  | Renewal needed:                                    |
|--------------------------|---|--|
| <input type="checkbox"/> | <b>CPR-Card</b> must be Basic Life Support (BLS) through American Heart Association (upload both sides of the card).<br>-See <a href="http://www.nmu.edu/nursing/cpr-information">www.nmu.edu/nursing/cpr-information</a> for Marquette area courses.<br>-HeartCode BLS through EMS at UPHS (pg. 4) | Every two years                                    |
| <input type="checkbox"/> | <b>Tetanus, Diphtheria, Pertussis (Tdap)</b> -One vaccine. Must clearly show proof that full Tdap vaccine was received.   | A tetanus booster (Td) is required every 10 years. |
| <input type="checkbox"/> | <b>TB Two-step Skin Test (PPD)</b> -Negative result required. Requires 4 total doctor visits, 2 visits for each step (injection and reading after 48-72 hours). The time between tests must not be less than 10 days and not more than 12 months.   | N/A  |
| <input type="checkbox"/> | <b>Urine Drug Screen-Must be done Monday, Wednesday, August 21st, 2024.</b>   | N/A  |
| <input type="checkbox"/> | <b>MMR (Measles, Mumps, Rubella)</b> -Two vaccines or positive titer needed for each requirement  | N/A  |
| <input type="checkbox"/> | <b>Hepatitis B</b> -Three vaccines or positive titer  | N/A  |
| <input type="checkbox"/> | <b>Varicella/Chickenpox</b> -Two vaccines or positive titer   | N/A  |
| <input type="checkbox"/> | <b>COVID-19 Vaccination Status</b> – Upload proof of completed immunization or <b>exemption</b> approval letter from the School of Nursing.   | Renewals not required at this time.                |

|  |   |                    |
|--|---|--------------------|
|  | <b>2024-25 Influenza Vaccine – Due by November 15, 2024</b> | Renewal Every Year |
|--|---|--------------------|

**\*\*NOTE: All the above requirements needing renewals must be kept current on CastleBranch.com throughout your BSN program.**

### **Northern Michigan University – Fall 2024 BSN Student Requirements**

This information is also available at: [www.nmu.edu/nursing/bsn-student-requirements](http://www.nmu.edu/nursing/bsn-student-requirements)

We use CastleBranch.com to process your background check and to verify your other requirements. Go to <https://portal.castlebranch.com/OE66> and under the “Package Selection” tab, choose

#### **OE66bsndt: Background Check - Medical Document Manager**

This package will allow you to create an account, complete your Criminal Background Check (CBC), and set up your Medical Document Manager (Student Immunization Tracker). You are responsible for all costs related to this package (minimum \$134.57 for CastleBranch) CPR, and immunization/health requirements listed below.

**\*\*NOTE:** If you had a CastleBranch account for Northern Michigan University’s LPN program, you may only need to update your Medical Document Manager to the correct semester and purchase a background re-check package. Please contact us for assistance.

#### **Criminal Background Checks (CBC) – Purchase Package OE66bsndt**

Criminal background checks are required of all students admitted to any nursing program. This requirement is a result of state legislation (Michigan Public Acts, 26, 27, 28 & 29 of 2006) which mandates that criminal background checks be completed by health care providers working in or for health care institutions. Students in the clinical programs are subject to this legislation, and therefore a criminal background check is a condition for participation in the clinical component of the nursing curriculum. Northern Michigan University School of Nursing contracts with CastleBranch.com and will only accept criminal background checks performed by this company. The results of your CBC will automatically be stored by CastleBranch.com in their database and the School of Nursing will be able to access the database to confirm compliance with CBC requirements.

**Medical Document Manager – Purchase starting Friday, July 29th, 2024 at midnight.** All the following items in A, B and C must be uploaded to CastleBranch.com.

#### **A. Drug Screen (\*\*Must be completed after July 29th, 2024 or later)**

**Test date must be NO EARLIER than July 29th, 2024.** A medical review will be conducted for all positive urine drug tests. Refusal to test is considered a failed urine drug screen result. For further information regarding urine drug screen testing please refer to the BSN Program Student Drug Screen Policy found in the BSN Student Handbook.

A photo ID (student ID, driver’s license, or state ID) is required to have the urine drug test done. If you are on prescription medicine, it is advised to bring the prescription with you.

**NOTE: This is a urine drug test so you will want to have some urine in your bladder. However, do not drink too much liquid prior to the appointment or you may have a dilute specimen, which will require a repeat test and an additional payment.**

Please follow the directions for drug screening provided in your Castlebranch account. Contact information for the most common local drug testing site is as follows:

Shelton Professional Phlebotomy Service  
201 Rublein St. Suite C  
Marquette, MI 49855  
906-239-6830, Ext. 2

**If you will be out of the area and need to use another location, this will be acceptable. A location in your preferred area will be identified within your Castlebranch account.**

## **Fall 2024 NMU BSN Requirements (continued)**

### **B. CPR - American Heart Association Basic Life Support (BLS)**

Nursing students must provide a completion card for the American Heart Association (AHA) Basic Life Support (BLS) Provider course. This card provides evidence of professional level one and two person rescue cardio pulmonary resuscitation (CPR) certification which also includes use of an automated external defibrillator (AED) for adults, children and infants, and choking rescue for adults, children and infants. CPR certification must be kept current throughout the nursing program and it is the student's responsibility to provide documentation of current status. **Note: CPR certification must be completed through the American Heart Association for Basic Life Support (BLS). CPR completed through American Red Cross or other AHA courses cannot be accepted. Heartsaver certification cannot be accepted.** For Marquette area courses, see [nmu.edu/nursing/cpr-information](http://nmu.edu/nursing/cpr-information).

#### **1. HeartCode BLS through EMS at UPHS INFO**

- Online AHA Heartcode BLS course: <https://shopcpr.heart.org/heartcode-bls> (cost: \$34).
- After completing the online course, reach out to Curtis Lesage to schedule an in person skills session, (cost: \$25 cash, check, card accepted). Bring a copy of the online course completion certificate to the skills exam OR email it prior to the skills course. Call or Email Curt to set up a time for the in-person skills exam.
- Most times will be scheduled for Thursday, 11am. Other times can be arranged by calling when the online session is completed.
- Location: on the grounds of UPHS MQT hospital but not IN the hospital. Across the hospital access road from the Patient Parking Ramp. It is a large gray building with a blue roof, directly behind the Staybridge Suites.

Curtis Lesage  
906-449-4110.

[Curtis.Lesage@lifepointhealth.net](mailto:Curtis.Lesage@lifepointhealth.net)

#### **2. Heartcode BLS (Basic Life Support) Blended Learning Certification Course**

- This course is appropriate for professionals in training in the health fields. Students must complete both Part I online session, and Part II in person, instructor led practice and testing session.
- Part I must be completed first. The cost is \$34.00. Registration can be done here: <https://elearning.heart.org/course/437>.
- Part II takes around 2-3 hours to compete. It is hands-on, instructor led, and requires pre-registration (\$60.00).
- More information about the course, dates, and registration can be found at the following link: <https://nmu.edu/hhp/health-care-provider-first-aidcpr>.

### **C. IMMUNIZATION RECORDS**

You may upload your Official State of Michigan Immunization Record (MCIR) with vaccination dates and verification of vaccination completion for any of the following: MMR, Varicella, Flu vaccine, Hepatitis B. For TDAP (Tetanus/Diphtheria/Pertussis), you will need to provide additional documentation showing which vaccine you received. You will need to upload a document for each requirement (upload the same document if using for multiple requirements). **Make sure to keep a hardcopy file of all your immunization records and other additional requirements.**

- 1. Measles, Mumps and Rubella (MMR):** Record of two (2) doses or a positive laboratory titer. MMR is a live vaccine.
- 2. Tetanus, Diphtheria, Pertussis (TDAP):** Record of one (1) dose. A tetanus booster (Td) is required every 10 years thereafter. If uploading your MCIR (Michigan's immunization registry) please be sure that the tetanus section indicates which type of vaccine you received.
- 3. Varicella:** Record of two (2) doses of Varicella vaccine, or a positive laboratory titer, or documentation of history of Varicella or Herpes Zoster by a healthcare provider (must have healthcare provider signature and date). Varicella is a live vaccine.
- 4. Hepatitis B:** It is required that students complete the hepatitis B vaccination series. It is required that a minimum of two of the three immunizations be completed prior to the student entering any clinical setting. Because of the timing required between doses, it is strongly recommended that students begin the immunization series immediately upon receiving this letter, if not already begun or completed.
  - If no documentation of immunization is available, and you believe you have had the Hep B vaccination series,

then a laboratory titer is obtained. If the titer is positive, then no further immunization is required. If the titer is negative or equivocal, the student should receive a dose of Hep B vaccine, then repeat the titer in four (4) weeks. If the repeat titer is positive, then no further immunization is needed. If the repeat titer is negative or equivocal, the student should receive the remaining two (2) doses of Hep B vaccine or sign a declination form.

**5. TB Skin Test: Proof of negative two-step tuberculin skin test within the last year. Requires 4 total doctor visits, 2 visits for each step (injection and reading after 48-72 hours). Time between the two tests must not be less than 10 days and not more than 12 months.** See the CDC information at

<https://www.cdc.gov/tb/publications/factsheets/testing/skintesting.htm>.

If you have had a positive TB skin test or a positive IGRA blood test in the past, then you must present documented proof of a negative chest x-ray on admission and complete a TB Symptom Questionnaire yearly. IGRA testing can be used in place of TB skin testing. IGRA tests include: QuantiFERON®-TB Gold In-Tube test (QFT-GIT) or T-SPOT®.TB test (T-Spot). If receiving immunizations/vaccinations and your TB skin test at the same time, please note that the TB skin test should be done **before** receiving immunizations/vaccinations using live vaccine.

**6. COVID-19 Vaccination** - Upload proof of immunization. If you would like to request an exemption from COVID-19 vaccination for a medical or religious reason, please email [bsnurse@nmu.edu](mailto:bsnurse@nmu.edu) to request the necessary forms. Please note that at any point, students who are not immunized might be prevented from entering a clinic site. If this happens, the School of Nursing will try to accommodate with alternative placements; however, this might not be possible.

**7. Flu Shot (due by 11/15/24) - You must receive the current season's (2024-25) influenza vaccine.** The influenza vaccine is required on an annual basis. The new season's vaccine is available each fall and due by November 15 of each year and is typically available early in the fall.

It is understood that there is considerable cost associated with these requirements. The NMU School of Nursing must rely on clinical partnerships with outside agencies, and in doing so, must comply with clinical agency requirements related to immunizations/vaccinations, TB testing, CBC and drug screening. We have worked with the management of the UPHS Occupational Medicine Clinic and the NMU Health Center to ensure our nursing students are receiving services at the lowest possible prices. The NMU Financial Aid Office may be able to provide assistance for these expenses.