

# Health Records Policy (ADN)

Validation and documentation of required health records must be received in the ADN Program Office by all students enrolled in the ADN program. **Students that fail to submit required records by the announced deadline(s) will not be allowed to continue in the program.**

All students are required to have a physical examination at the student's expense. The physical examination / health requirements protect the student by identifying any potential or real health problems that may be exacerbated by the demands of the clinical portion of the program.

Health professions are strenuous, both physically and psychologically. The student's ability to handle these demands must be established. It is also imperative that students do not expose clients or agency personnel to communicable disease, or risk their safety due to the inability to handle the physical or psychological stress of client care.

The following are required for ALL students:

1. **PHYSICAL EXAMINATION** - A **physical examination**, completed within the past year, is required for all new students. The physical must be signed by a licensed physician or nurse practitioner. The examination must be documented on the Program's **standardized health examination form** as required by The Alabama Community College System. New students and any student returning to the Associate Degree Nursing program after an absence of one (1) year must submit current completed health forms.
2. **IMMUNIZATIONS / TITERS** - It is the student's responsibility to keep all health records current. **Documentation of any required updates should be submitted to the ADN Program Office as soon as possible.** The following are required:

<b>Tetanus (Tdap) Vaccine</b>	Students entering the ADN program must provide documentation of an adult Tdap vaccine (tetanus, diphtheria, and pertussis). If the documented Tdap vaccine is over ten (10) years old, documentation of a Td (tetanus and diphtheria) or Tdap booster that is less than ten (10) years old is also required. An update is required every ten (10) years.  A two-step TB Skin Test is required to enter the ADN program. This consists of one test followed by a second test 7-21 days later. The results cannot be more than four (4) weeks apart. An annual one-step Skin Test is required each subsequent year.  In lieu of a two-step TB Skin Test, students can present documentation of a TB blood test. An annual TB blood test or one-step TB Skin Test is required each subsequent year.
<b>TB Skin Test</b>	Students who are unable to receive the TB skin test due to a previously positive TB result or previous BCG vaccination, must submit documentation stating such along with documentation of a clear chest x-ray. Completion of an annual Tuberculosis Questionnaire (provided by the WCC health program) will also be required.  A MMRV (Measles, Mumps, Rubella, and Varicella) titer is required to enter the ADN program.  If any results are negative or non-immune, the student must sign the MMRV Waiver Form (provided by the WCC health program) and submit it with the negative or non-immune results. The student is advised to consult with a physician regarding precautions to prevent infection. Results must be within the past five (5) years.
<b>MMRV Titer</b>	<b>Proof of vaccination is not required and will not be accepted in place of titer results.</b>  A Hepatitis B titer is required to enter the ADN Program.  If the results are negative or non-immune, the student must sign the Hepatitis B Waiver Form (provided by the WCC health program) and submit it with the negative or non-immune results. The student is advised to consult with a physician regarding precautions to prevent infection. Results must be within the past five (5) years.
<b>Hepatitis B</b>	<b>Proof of vaccination is not required and will not be accepted in place of titer results.</b>

3. **CONTINUING HEALTH STATUS** - It is a student's responsibility to notify the nursing faculty of any changes in his/her health status, i.e. pregnancy, surgery, injuries. Additional examinations from a health care provider, with documentation of results, may be required by an instructor for any changes in a student's health status.
4. **PROFESSIONAL LIABILITY INSURANCE** - Students in the ADN program are required to purchase professional liability insurance (malpractice insurance) through the College, each semester they enroll in a nursing course with a clinical component. This fee is added to your course registration as **NUR000** and is to be paid at registration each applicable semester. **The blanket policy only provides coverage for incidents occurring during required clinicals and it expires at the end of each term.**
5. **HEALTH INSURANCE** - Wallace Community College and the ADN Program do not provide health insurance coverage for students. Students are responsible for costs incurred as a result of an accident/injury in the clinical or college laboratory. This may include follow-up testing and/or treatment mandated by the program/clinical agency. Students are not entitled to any Workmen's Compensation benefits from agencies. Health insurance coverage is strongly recommended.

## IMPORTANT:

- It is the student's responsibility to ensure that all records are submitted and are up to date. **ANY STUDENT WHO FAILS TO MEET ANNOUNCED DEADLINES FOR EACH SEMESTER WILL BE REMOVED FROM CLASS, LAB, CLINICAL, ETC. AND WILL NOT BE ALLOWED TO RETURN UNTIL ALL RECORDS ARE IN COMPLIANCE.**
- Updates to health records may be required while a student is enrolled in the ADN program, i.e. TB skin test, CPR, Tdap, etc. **ALL UPDATES MUST BE PRESENTED ON THE FIRST DAY OF CLASS AND MUST BE GOOD FOR THE ENTIRE SEMESTER.** For example, TB skin tests are required annually for all students. If the semester begins on January 10th and ends on May 5th, and your TB skin test expires March 3rd, you will have to update your information prior to January 10th in order to have it available for class and to be current for TB throughout the semester.
- **STUDENTS MUST KEEP PERSONAL COPIES OF ALL HEALTH-RELATED RECORDS.** Re-submission of records may be requested by ADN Program personnel at any time. Copies of records WILL NOT be provided back to students. In the event the student requires a copy of any health related record, he or she must seek it from the original source, i.e. the healthcare provider.