

DPT Mandatories

It is the student's responsibility to ensure completion and maintain annual compliance.

Maintain copies of all documents.

Save this chart as a reference throughout the program.

REQUIREMENT:	GUIDELINES:	CASTLEBRANCH UPLOAD DUE DATE	EXP. DATE	DOCUMENT REQUIRED:	ADDITIONAL INFORMATION:
MEASLES MUMPS RUBELLA	Provide proof of one of the following completed on school form: A) 2 doses of Measles, Mumps and Rubella (MMR) OR B) positive antibody titers for all 3 components.	By 05/31	No expiration	Completed on school form	Upload school form to EXXAT student account
TETANUS, DIPHTHERIA and PERTUSSIS	Tdap within the last ten years	By 05/31	10 years after date that Tdap was given	Completed on school form	If you have <u>never</u> received a Tdap vaccine you are required to receive this now. If your last Tdap is more than 10 yrs., you may renew with a Tdap or Td . Upload school form to EXXAT student account
HEPATITIS B	Both of the following are required on school form: 3 vaccinations (either alone or combined with Hepatitis A vaccination) AND a positive antibody titer. Timeline for doses: Receive 1 st dose, Receive 2 nd dose 1 month later, Receive 3 rd dose 4 months from 1 st dose; Receive titer 1 to 2 months after 3 rd dose.	By 05/31	If positive, no expiration If negative, see notes	Completed on school form	If titer is negative or indeterminate, you must receive a booster and 2nd titer that tests positive for immunity. Use the separate form for the Hepatitis B Booster and Booster titer. If Booster titer remains negative or indeterminate, repeat the full Hepatitis B Second Series and titer and ask your healthcare provider to document the series on the Hepatitis B Booster and Hepatitis B Second Series Forms. Document and submit proof of each vaccination in the Series to EXXAT on one CNHS form as you progress through the series. Complete the document with your 2nd titer results and a healthcare provider signature.
VARICELLA	One of the following is required: A) date of disease AND positive antibody titer OR B) 2 vaccinations for varicella.	By 05/31	If positive, no expiration	Completed on school form	Titer required with history of disease. No titer is required with documentation of two doses of vaccine. Upload school form to EXXAT student account
TWO STEP TB SKIN TEST (PPD)	Two Step TB Skin Test OR one QuantiFERON Gold test is required annually. PPD is placed and read 48 hours later. Placement of 2 nd PPD should be 1 to 3 weeks after the first PPD results are read. 2 nd PPD is placed and read 48 hours later.	Schedule after 04/01 and before 05/31 This test takes 10 – 21 days & 4 visits to a healthcare provider. Plan accordingly. Due by 05/31	Two Step TB Skin Test	Completed on school form	If positive results, one of the following is required: Student with a first time positive PPD must submit the school form AND a copy of the radiology report. Student with a history of positive PPD, must submit the school form AND the TB Symptom Checklist form. Upload school form to EXXAT student account

CPR	American Heart Association Basic Life Support for Health Care Providers plus AED.	By 09/30	Certification must remain valid for entire clinical experience	Copy of certificate	Certification must remain valid for entire clinical experience. Certification is valid for two years after date on certificate UVM offers AHA BLS CPR certification on campus at a reduced price in the fall and spring semesters. Students may elect to take this course in September at the start of the program
PROOF OF HEALTH INSURANCE	Provide a copy of your current health insurance card AND Proof of Health Insurance form.	By 05/31	If your insurance changes, you are responsible for providing updated information	Copy of insurance card or equivalent AND Proof of Health Insurance form	This is an annual requirement. Upload Proof of Health Insurance school form and a copy of your Health Insurance card (front and back) to EXXAT
HIPAA/OSHA TRAINING	Complete your HIPAA/OSHA training via the EXXAT ComplianceJunction platform. OSHA training includes courses on Bloodborne Pathogens, Personal Protective Equipment, and TB Protocol.	By 05/31	Annual requirement	No need to submit a document when you have completed your online training.	Training will not be considered complete unless all sections of the training have been completed.
INFLUENZA VACCINATION	Influenza vaccination for current flu season	After 10/1 and Before 10/31	Valid for current flu season	Completed on school form or health care provider's form	Upload documentation to EXXAT
COVID-19 VACCINE	Documentation of complete COVID-19 Vaccine	By 05/31		Copy of vaccine card or documentation from pharmacy or health care provider OR exemption form	Upload to EXXAT – documentation must include manufacturer OR religious exemption signed by you OR medical exemption signed by health care provider.
COVID-19 VACCINE BOOSTER	Documentation of one COVID-19 Booster	By 05/31 Or within 14 days of becoming eligible	Booster due 6 months after COVID-19 vaccine is completed.	Copy of vaccine card or documentation from pharmacy or health care provider OR exemption form	Upload to EXXAT – documentation must include manufacturer OR religious exemption signed by you OR medical exemption signed by health care provider
DRIVER'S LICENSE	Provide a copy of your driver's license	By 05/31	On license	Copy of your driver's license	Upload front and back sides to EXXAT
APTA MEMBERSHIP CARD	Copy of APTA membership card	After 05/01 and Before 5/31	On card	Copy of your APTA membership card	Create a student APTA account & join the Vermont Chapter : http://www.vtapta.org/ Click on 'my membership' within your APTA profile to print an electronic membership card. Upload a copy of your APTA membership card to EXXAT

Notes from CNHS Clinical Education Administrator – Lisa McClintock

- Many hospitals require additional mandatories such as proof of a physical exam or drug screen. Plan to complete & submit site specific documents as required.
- **Graduate students become eligible to use UVM Center for Health & Wellbeing services on campus August 1st.** The Center for Health and Wellbeing does not bill health insurance. Students are billed for services and can request receipts to submit to their health insurance company.
- Be sure to complete the top of each form with your identifying information before submitting it to EXXAT
- It is your responsibility to keep track of whether you have submitted your requirements and to pay attention to renewal deadlines.
- If you know you will be unable to meet the above deadlines for extenuating circumstances, you should schedule a meeting with Lisa McClintock at Lisa.McClintock@med.uvm.edu