



## Compliance Requirements Checklist

### Conducted by Verified Credentials:

- Criminal Background Check - *If a discrepancy appears and it is not you, please contact Verified Credentials at 800-938-6090 to correct.*
- Drug Screen - *To be completed within 28 days from the date of payment.*
- RN License Verification

### All of the below documentation **MUST** be submitted to Verified Credentials:

- CPR Card (front and back of card with signature)
- Proof of Current Health Insurance

### Medical Lab Documentation Required:

- Tdap (required every 10 years)
- MMR (Mumps, Measles (Rubeola), and Rubella) - **TITERS ONLY** (Immunity IgG)  
*If one of the MMR titers is negative or equivocal, re-immunization is required*
- Varicella (Chickenpox, Immunity IgG) - **TITER ONLY**  
*If Varicella titer is negative, re-immunization by 2 dose series is required*
- Hepatitis B - 3 primary immunization series and **TITER** (HBsAb)  
*If Hepatitis B titer is negative, re-immunization of 3 vaccines and a 2<sup>nd</sup> titer*
- PPD Skin Test (TB-Tuberculin testing) (yearly requirement)  
*If TB-Tuberculin is positive a Chest X-ray is required and a completed **Absence of Tuberculosis Symptoms Form***
- Influenza Vaccine - *completed required every Fall semester until March 31<sup>st</sup> of the following year.*  
*\*Waivers **WILL NOT** be permitted for Influenza unless documentation from a Physician indicates allergic reaction to vaccine.*

**NOTE:** Additional vaccines may be required depending on specific circumstances or at the request of the clinical agencies.

It is the student's responsibility to submit all the requirements prior to the deadline to allow time for processing, which can take a few days.

**Lori De Los Santos**  
Clinical Compliance Coordinator  
Phone: 915-747-8293 /  
[ldeloss@utep.edu](mailto:ldeloss@utep.edu)