

# Clinical Requirements FAQ



You may want to share this form with your healthcare provider to clarify the documentation needs for short-term certificate and professional programs at Mercy College of Health Sciences.

## Q: What immunizations are required?

**A: ALL the immunizations listed in this guideline sheet and/or on the Required Immunizations form are required prior to your program's clinical requirement/CastleBranch deadline.**

You may need to locate and obtain a copy of your own immunization records before seeing your healthcare provider so you can receive the necessary updates/boosters/doses to complete your vaccines during your appointment.

### **Required immunizations are:**

#### **MMR (Measles [Rubeola], Mumps, and Rubella):**

Documentation of 2 separate doses of the MMR vaccine OR a positive antibody titer for all 3 components (lab reports required). If your series is in process, submit where you are in the series and new alerts will be created to complete the process. If your titer is negative or equivocal, new alerts will be created for you to repeat the 2 vaccination series.

#### **Hepatitis B:**

Documentation of 3 separate doses of the Hep B vaccine OR a positive antibody titer (lab report required). If your series is in process, submit where you are in the series and new alerts will be created based on the following schedule:

Vaccine 2: 30 days after vaccine 1

Vaccine 3: 5 months after vaccine 2

If your titer is negative or equivocal, new alerts will be created for you to repeat the 3 vaccination series.

#### **Varicella (Chicken Pox):**

Documentation of 2 separate doses of the Varicella vaccine, a positive antibody titer (lab report required), OR medically documented history of disease signed by healthcare professional. If your series is in process, submit where you are in the series and new alerts will be created to complete the process. If your titer is negative or equivocal, new alerts will be created for you to repeat the 2 vaccination series.

#### **Seasonal Influenza (Flu):**

Documentation of the influenza vaccination is required by the annual deadline set by the medical center in order to participate in courses that include a clinical rotation during flu season.

#### **Tuberculosis (TB)**

There must be documentation of one of the following:

- A negative 2-step TB skin test administered 1-3 weeks apart within the past 12 months
- Past 2-step TB skin test PLUS all subsequent annual tests
  - **Required documentation includes placement dates, read dates, result, and mm induration for any TB skin test**
- Negative IGRA blood test (Interferon Gamma Release Assay; QuantiFERON Gold, or T-Spot blood test)
- If you have had a positive TB Skin test or positive IGRA blood test, you must provide a copy of a clear chest x-ray report recent within the past 12 months.

**The renewal date will be set at 1 year. Upon renewal, one of the following is required:**

- Negative 1-step TB skin test within the past 12 months
- Negative 2-step TB skin test within the past 12 months
- Negative IGRA (Interferon Gamma Release Assay; QuantiFERON Gold, or T-Spot blood test)
- If previous positive results, you must complete a TB Questionnaire annually, available [here](#).

**All documentation must be submitted to CastleBranch directly. Electronic Health Record documentation is acceptable.  
Any handwritten documentation needs to be signed and dated by a healthcare professional.**

# Clinical Requirements FAQ Continued...



**Q:** What if I can't locate my immunization records?

**A:** Discuss this with your healthcare provider at your appointment. Let your healthcare provider know that Mercy College will accept blood lab titers for any and/or all the diseases listed:

- Measles, Mumps, Rubella (IGG)
- Hepatitis B (Surface Antibody Titer)
- Varicella (IGG)

Otherwise, your healthcare provider may decide to repeat some vaccines or give you boosters.

**Q:** Where do I submit my immunization forms?

**A:** Students in all programs requiring documentation will be required to submit immunization records to CastleBranch, along with the required payment.

**Q:** If I have all of my immunizations documented on the same form, do I have to upload and submit the form under each requirement?

**A:** Yes. You will need to upload documentation to meet each requirement, even if it is documented on the same form.

**Q:** Why do I have to receive the initial two-step TB skin tests?

**A:** Two-step testing is useful for the initial skin testing of adults who are going to be re-tested periodically, such as health care workers. This two-step approach can reduce the likelihood that a boosted reaction to a subsequent TB skin test will be misinterpreted as a recent infection.

**Q:** What other documentation do I need to complete and submit to CastleBranch?

**A:** You will need to initiate a criminal background and child and dependent adult abuse check. Be sure to complete the required releases and upload them in the appropriate areas in order for these checks to be initiated. It is best to begin this process as soon as possible. You may also need to submit a clinical standards form, based on your clinical program.

**Q:** Who do I contact if I have questions about the required forms and immunizations?

**A:** With questions about CastleBranch billing and technical issues, contact customer service at: (888) 723-4263 ext. 7194. With general questions about documentation, contact Mercy College's CastleBranch liaison at: (515) 643-6715.

**Reminder: Be sure to inform your healthcare provider if you are pregnant, planning to become pregnant, or are breastfeeding, before receiving any vaccines, tests, or x-rays.**