



**SUBMIT ALL PRE-REQUISITE REQUIREMENTS TOGETHER. THESE ITEMS MUST BE SUBMITTED TO THE MEDICAL STAFF OFFICE AT MINIMUM THREE (3) WEEKS PRIOR TO BEGINNING YOUR CLINICAL ROTATION.**

**\*\*\*Students will not be allowed to begin any aspect of their rotation without receipt of the required information.\*\*\***

Pre-Requisite Requirements for participation in student clinical rotations at Tift Regional Medical Center (TRMC) or any TRMC offices/campuses:

- **Criminal Background Check:** clearance of a criminal background check. The Medical Staff Office must receive the results before you can begin your clinical rotation.
- **Drug and Alcohol Screen:** clearance of a 10 panel + 1 (oxycodone) Drug PLUS Alcohol Screen. The Medical Staff Office must receive the results before you can begin your clinical rotation.
- **Student Immunization Validation Record:** completion of the student immunization validation record that includes current immunizations:
  - **Tetanus/Diphtheria/Pertussis** one adult booster after age 10 years
  - **Varicella:** documentation of 2 Varicella vaccines OR Varicella titer validating immunity
  - **MMR:** documentation of 2 MMR vaccines OR a MMR titer validating immunity
  - **Hepatitis B:** documentation of all 3 vaccinations in the Hepatitis B series is required. It is recommended that after the series is completed a titer be completed to assure immunity.
  - **Seasonal Influenza Vaccine:** TRMC must receive documentation of the **CURRENT** influenza vaccination prior to the student beginning the clinical rotation.
    - TRMC DOES NOT ACCEPT declinations of any vaccine requirement unless there is a documented medical contraindication signed by a licensed HealthCare Provider. Declinations must be attached to the Immunization Record at the time of submission to TRMC for clearance for clinical rotation.
  - **Meningococcal Vaccine:** required for students who will be working in the Microbiology Lab area
  - **TST (TB Skin Test):** documentation of TST given within the last 12 months. History of a past positive TST requires a chest X-ray report
- **Valid Driver's License** – color copy of current driver's license
- **CPR/BLS/ACLS/PALS** - copy of current cards for students who will be in patient care/clinical areas

- **Letter of Good Standing** - from the school in which you are currently enrolled (on the school's letterhead)
- **Certificate of Liability Insurance (COI)** - documenting minimum \$1 million/\$3 million coverage
- **Online Orientation and forms to be completed:** the hospital has specific information and forms that the student must review and sign (*Checklist, Hospital Safety, Verification of HIPAA, Confidentiality Agreement, Conflict of Interest*) found on website [www.tiftregional.com](http://www.tiftregional.com).  
**The orientation forms must be returned to the Medical Staff Office BEFORE you can begin your rotation.**
- **First Day of Clinical Rotation:**
  - If you have made arrangements to live in housing provided by the hospital and have submitted all required paperwork, the Security Department may issue your ID badge upon check in to housing.
  - If you have not submitted all requirements, arrive at the main entrance of TRMC (located on 18<sup>th</sup> street) at **8:15 am**. Call or have someone from the Information Desk call the Medical Staff Office. Bring any outstanding paperwork with you.