



ST. VINCENT'S COLLEGE

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SUBSIDIARY OF ST. VINCENT'S MEDICAL CENTER

Health & Security Clearance Policy for Students

POLICY:

Health clearance including a drug screen is required for all students enrolled in a degree or certificate program prior to start of class. To ensure the safety of our students and staff, the College has engaged Evolution Consulting, LLC to perform background checks on all students. Students will receive a "Background Authorization Form" to sign, giving permission to complete the background clearance, as part of the admission packet. The signed form will be returned to the College, ATTN: Admissions Office or by fax to: 203-576-5318. Students cannot register for classes until we have received the results of your background clearance

Immunizations

Students will not be permitted to start class or clinical experiences until proof of immunization are complete.

PROCEDURE:

1. The following information is given to all students in the acceptance package.

Health Clearance: Prior to scheduling an appointment, you must have your physician fill out the *Student Health Services Student Immunization Requirements Form* (attached). This COMPLETED/ SIGNED form must be brought with you at the time of your health assessment appointment at the Urgent Care Center (UCC) in Monroe.

Please contact St. Vincent's Monroe Urgent Care Center at 203-268-2501 to schedule a Health Clearance appointment. This process may take several weeks so please do not delay. Students are not allowed to register without a health clearance.

When calling the Monroe Urgent Care Center (UCC), please provide the following information:

- a) your name
- b) the semester you will be entering (spring, summer or fall)
- c) if you have the Student Immunization Requirements Form completed OR
- d) if you have an appointment with your physician to have it completed (prior to your scheduled appointment)

At the time of the health screening appointment:

- a) Please check to be sure that your form is completed entirely, including blood test results.
- b) Bring a picture I.D. to your appointment (REQUIRED).
- c) You will have a urine sample collected at this visit for drug screening.
- d) DO NOT DRINK excessive amounts of fluids before your appointment, as this may alter your drug screen results.
- e) Upon completion of your health screening, you may be required to submit additional medical documentation within 72 hours.

2. SVMC Employees Updated Health Clearance Requirements:

- a) Complete Health Questionnaire, Latex Allergy Questionnaire, Urine Drug Screen, PPD, proof of vaccination/ immunity, respiratory fit test where applicable
- b) Flu vaccination during Flu season
- c) Two (2) MMR vaccines or positive titers for Measles, Mumps and Rubella
- d) Two (2) Varicella vaccines or positive titer
- e) Three (3) Hepatitis B vaccines with a positive titer OR a declination for vaccines

3. SVMC Employee as Non-Matriculated Student with no clinical:

If a **SVMC employee** wants to take a credit course (not a program) with no clinical component as a non-matriculated student, that employee will need to provide to the CE department from SVMC Occupational Health, proof of updated health clearance (for explanation please see updated health clearance requirements for SVMC employees). The employee should be updated on the health clearance requirement by Occupational Health as part of their employment requirement.

4. A Non-Matriculated Student (non-employee) with no clinical:

If an applicant wants to take a credit course (not a program) with no clinical component as a non-matriculated student, and that person is not a SVMC employee, the applicant will be required to submit proof of Measles and Rubella vaccine as required by state law.

5. **Online CE Program(s) with no clinical:** A student enrolled in Health Care Management (HCM); an all online program does not usually come into the college and the HCM program has no clinical requirement.

At the time of admission, a letter will be issued stating that the student will not need the full health clearance if the student agrees to not come on campus. Otherwise, the student will be required to conform to the College's health and security requirements. The Health and Security Clearance instructional declination letter will be attached to the acceptance letter and mailed to the student. The student will be required to submit state required immunization records for measles and rubella.

6. For those students who test positive on the drug test:

- a) Students who test positive will not be re-tested. Students who test dilute will be re-tested immediately.
- b) The offer of admission will be withdrawn after 1 positive or two dilute results.
- c) The college President will be notified and a letter of *withdrawal of admission* will be sent to the student by the President's Office.
- d) Any student who contests the positive drug screens (non-negative) results must speak with the Medical Review Office (MRO) and show proof of medical condition/medication taken that may have caused the drug screen to come back positive.
- e) Applicants can re-apply after a positive (non-negative or refused) drug screen at a later point, but no sooner than one academic semester (spring or fall), and will be evaluated for registration as long as they pass the health screening requirements at the time of re-application.

7. Tetanus Vaccine:

Tetanus vaccine is not a health requirement. Students are to be advised that this is strongly recommended.

8. Criminal Background Check:

All students (matriculated and non-matriculated) will be subject to a criminal background check. This will apply to students who apply and enroll in the online Programs.