2024-2025 GRADUATE STUDENT
COMPLIANCE REQUIREMENTS

****All compliance requirements are due by August 16 for incoming Fall 2024 admits****

The University of Michigan School of Nursing Compliance Policy requires all graduate students be in full compliance with the required immunizations, background checks, certifications, licenses, and trainings while enrolled in the School of Nursing. These requirements apply to all School of Nursing courses regardless of the presence of a clinical component.

The University of Michigan uses a vendor called American DataBank (aka Complio) for students to track, access, and maintain these records while enrolled in the School of Nursing.

Students will use Chrome or Firefox to create an account in Complio at https://umich.complio.com/ and place an order for the **Immunization Tracking Package**, **Background Check, and Drug Screening Package**. Once the order is placed, Complio will provide a list of required Immunizations and the student will receive an email with the necessary drug screening registration information. Upon creating an account for the first time, Complio will provide a user ID and password via email. Please allow one business day to receive the new user ID and password. Be aware that this email may show up in a "Junk" or "Spam" folder.

Upon receiving the drug screening information, please follow all instructions found in the email and take the appropriate action. Background checks will be uploaded upon completion by American DataBank. Drug Screen results will be uploaded 72 business hours after collection has been completed.

Please refer to the Complio Student guide for additional information, step by step instructions, and technical support.

Maintaining your Compliance Status

Load your documents and track your compliance
- Log into Complio at https://umich.complio.com/ with your username and password.
- Provide all supporting documentation to Complio. American DataBank will review these documents within 1-3 business days and then let you know if the documents met requirements (approved) or did not meet requirements (rejected and needs further action).

View your clinical Passport
- Passport report provides a quick way to see what items may be expiring soon or what may need to be updated in the upcoming days/week. When you are logged into your account click on the Report tab on the left side of your profile to open this item.

Do not wait to update
- Many required items need to be renewed on an annual basis. It is important that students follow up with any notifications that they receive from Complio regarding expiring items or items that have not yet been completed.

FOLLOWING REQUIREMENTS ARE DUE **YEARLY**	
Technical Standards	**Both** pages of the signed form and both pages should be uploaded to the compliance system.
	In order for the document to be valid for the entire 2024-2025 academic year.
Cardiopulmonary Resuscitation Certification (CPR)	American Heart Association or American Red Cross BLS for Healthcare Providers Course will be accepted. This certification is valid for two years. *Please note that AHA is preferred by health care institutions.*
	The front and back of a signed certification card **OR** an official digital certificate of completion must be uploaded to the compliance system.
	The certification must be valid for the entire 2024-2025 academic year.
Tuberculin Skin Test (also called TB or PPD) or blood test	Complete documentation must be uploaded to the compliance system and includes the date that a TB skin test was administered, the date that it was read, and negative results **OR** a lab report showing a negative QuanitiFERON TB Gold or T-SPOT blood test and test date.
	A positive result requires a clear chest x-ray and a TB clearance letter. A lab report is required. Chest x-rays are valid for one year.
	Sites that perform TB testing include Michigan Urgent Care (9 locations) and Concentra (multiple locations). Please call to confirm prior to arriving.
Drug Screen	Drug screens (10-panel) should be completed. Instructions on how to obtain drug screens will be sent directly via email. Drug screens are required yearly.
Handbook Certification	Handbook is to be reviewed yearly. The signed and dated form must be uploaded to the compliance system.
State of Residence Change Notification	State of Residence must be completed yearly. The document must be filled out accordingly and uploaded to the compliance system.

DUE **ONCE** PRIOR TO YOUR FIRST TERM OF ENROLLMENT	
Nursing License	A current, valid RN license obtained from any state within the USA must be uploaded to the compliance system.
	International students must hold a nursing license from a recognized jurisdiction. If admitted to the University of Michigan School of Nursing, students must obtain a U.S. nursing license by the time their program starts in September. To begin this process, the most important thing to do is obtain CGFNS Certification for the State of Michigan.
Hepatitis B	The Hepatitis B vaccine is a series of three doses.
	Complete documentation must be uploaded to the compliance system and includes the dates of the first, second, and third doses of the vaccine **OR** a lab report for a positive Hepatitis B titer.
MMR (Measles, Mumps, and Rubella)	The MMR vaccine is two doses.
	Complete documentation must be uploaded to the compliance system and includes the dates of the first and second doses of the vaccine after 12 months of age **OR** a lab report for a positive antibody titer for each of the three components (Measles, Mumps, and Rubella).
Varicella Zoster (Chicken Pox)	The chicken pox vaccine is two doses.
	Complete documentation must be uploaded to the compliance system and includes the date of the first and second doses of the vaccine **OR** a lab report for a positive Varicella titer.
Tdap (Tetanus, Diphtheria, and Pertussis)	Documentation of a Tdap vaccine at age 11 or after is required.
	Tdap vaccines are only valid for ten years, Td booster may be required prior to first term or at some point during enrollment.
Criminal Background Check	A criminal background check must be completed through the compliance system. Additional background checks may be required by clinical placement sites.
Authorization to Disclose Information Statement	**Both** pages of the signed form must be uploaded to the compliance system.
Flu Shot	Flu shots will be available on campus.
	Instructions detailing when the flu shots will be available and how to provide proof of compliance with this requirement will be sent every fall.
	The administered date must be between September 1 and October to be accepted for the 2024-2025 academic year. Notification of actual due date will be emailed.
COVID Vaccine Card	Upload current COVID vaccine card showing completing of COVID vaccine. For the 2024-2025 academic year the bivalent COVID vaccine/booster are required. Students requesting exemption must use the Vax Viewer in Wolverine Access to submit exemption documentation - https://vaxviewer.umich.edu/.