

TRINITAS SCHOOL OF NURSING
EXPLANATION OF REGISTRATION CHECKLIST

1. Health Clearance- The complete health form has been submitted by the student and reviewed by the Coordinator of Student Health. Health forms submitted on the day of registration may not be reviewed in time for registration. For additional information, see the sheet called "health Clearance". Health form can be found in the school website, www.ucc.edu/go/trinitas, click on Nursing Program forms.
2. Criminal background report must be on file with the School of Nursing. A student with a record of felony or misdemeanor will not be allowed to register. The form to apply for criminal background check is on the school website, www.ucc.edu/go/trinitas, click on Nursing Program forms.
3. CPR for Health Care Provider from the American Heart Association. CPR from the Red Cross or other entity will not be accepted. This card must cover the time up to or beyond June 1, 2010. Show the card at the time of registration. If the card has not been issued yet, you may bring the letter from the CPR instructor that states that you passed the CPR course. The letter must bear the letterhead of the agency that provided the course.
4. Mandatory Education for Trinitas Hospital. This is required every semester and can be done on-line. The student must print and show a copy of the sheet indicating that he/she has successfully passed the post-test. Direction to take the mandatory education and post test is attached.
5. Malpractice insurance for RN student. The policy must cover a minimum of three (3) million dollars and must cover the period up to or beyond June 1, 2010. The student must show the actual policy at registration. The receipt for payment to the insurance company will not be accepted in lieu of the actual policy. You may contact NSO at 1-800-247-1500, www.nso.com or Marsh at 1-800-503-9230, <https://www.proliability.com>. Check nursing publications for other companies.
6. Drug Screening at Trinitas Hospital Occupational Health Dept. The cost for the screening is \$60.00 and must be paid by the student. The student will call 908-994-5368 to make an appointment for the screening. The report will be sent directly to Dean Kelley and will be on file at the School of Nursing.

7. Consent for Video Recording for Clinical Simulations. This is required since all clinical courses participate in clinical simulation as part of the course.
8. Document from UCC Office of Disability for reasonable accommodation. This request will be reviewed by the School administration. The student will be informed if the request can be accommodated prior to course registration. Request for accommodation related to a pre-existing condition after the course has started may not be granted.
9. Request for Absence of more than one clinical day/evening weekend. A written, signed statement from the student requesting the absence will be submitted to the Dean prior to registration. The student will indicate the exact dates of absence being requested. The School administration will review the request. The student will be informed of the options prior to course registration.
10. The student will sign and date the Registration Checklist.
11. If the student provides false information, he or she will not be allowed to remain in the course or to register for future NURE courses.