

NURSING MAJOR HEALTH & PROFESSIONAL REQUIREMENTS

Due Dates for Documentation: Spring Semester- Jan 1st Fall Semester- August 1st

Per New York State (NYS) Laws and Regulations, all health care facilities require specific documentation, both medical and professional. SUNY POLY requires this information be on file PRIOR TO BEGINNING coursework. This is for your safety as well as your patient's safety. ALL NURSING STUDENTS REGARDLESS OF CREDIT HOURS OR NURSING PROGRAM MUST PROVIDE THIS DOCUMENTATION.

Provide ALL Documentation Labeled with Name, SUNY POLY ID # and Identify Nursing Major to:	SUNY Polytechnic Institute Health & Wellness Center Oriskany Hall, Suite B, 100 Seymour Road Utica, NY 13502 Phone: 315-792-7172 Fax: 315-792-7371
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Requirement	Submit	Acceptable Documentation
Physical Examination	Every Year	A physical exam completed within the last year by a MD, NP or PA indicating your ability to perform clinical activities and that you are free of communicable disease. This must be documented <u>ONLY</u> on the SUNY POLY Health History and Physical Examination Form. NO EXCEPTIONS. See this link: https://sunypoly.edu/health_wellness/
Tuberculosis (TB)	Every Year	The date of a negative mantoux or Quantiferon TB-GOLD or T-Spot TB test in the last year is required. A positive result will require documentation of a negative chest x-ray within the last 1 year. Submitted physical exam form must state student is free of signs or symptoms of active disease. Presence of potential signs or symptoms of TB will require further evaluation before clearance is granted.
Flu (Influenza)	Every Year	Vaccination date required by October 15 th of EACH Year
Chicken Pox (Varicella)	One Time	2 vaccination dates OR serologic evidence of immunity with the laboratory value OR medical documentation of varicella disease or herpes zoster. Minimum documentation includes year of the disease.
Diphtheria/Tetanus	Every 10 years	Vaccination date must be valid throughout the clinical course. Update with DTaP is recommended.
Hepatitis B	One Time	3 vaccination dates OR serologic evidence of immunity with the laboratory value. Declinations or waivers are NOT accepted.
Measles (Rubeola)	One Time	2 vaccination dates after the first birthday OR serologic evidence of immunity with laboratory value
Mumps	One Time	2 vaccination dates after the first birthday OR serologic evidence of immunity with the laboratory value
Rubella	One Time	2 vaccination dates after the first birthday OR serologic evidence of immunity with the laboratory value
Meningitis	One Time	Vaccination date within 10 years OR completed Meningitis Information Response Form
NYS RN Registration Certificate	Every Year	Copy of your valid NYS Registration Certificate, indicating your RN license number
CPR Certification	Every Year	Copy of your valid CPR documentation, indicating the issue date, expiration date and course location
Medical Insurance	All nursing students, regardless of credits hours are automatically enrolled and billed for the medical insurance unless you complete the on-line waiver each semester at http://healthwaiver.sunyit.edu .	

ADDITIONAL INFORMATION

- To date the required documentation is listed above, however may change as indicated by New York State or SUNYPOLY. Upon changes in the required documentation, students will be informed and given ample time to become compliant.
- **IT IS MANDATORY THAT YOU KEEP A COPY OF ALL YOUR DOCUMENTATION WITH YOU AT ALL CLINICAL EXPERIENCES** as you may be required to present this information to your preceptor or health care facility. Specific health care facilities may require more stringent documentation. It is the responsibility of the student to meet compliance for that specific facility and to provide the required documentation.
- You may be **DE-REGISTERED** from your coursework if ALL required documentation is not provided by the due date.
- Documentation must be submitted using the SUNY POLY Health History and Physical Examination Form. There are NO exceptions. All forms are available online at: https://sunypoly.edu/health_wellness/.
- The SUNY Poly Health and Wellness Center **WILL NOT ACCEPT INCOMPLETE DOCUMENTATION.**
- If you have questions, please contact Kathleen Marollo, Clinical Coordinator (315.792.7815), the Department of Nursing and Health Professions (315.792.7297) or the Health & Wellness Center (315.792.7172).
- **THANK YOU FOR YOUR COMPLIANCE AS IT IS A PRIORITY AT SUNY POLYTECHNIC INSTITUTE TO KEEP OUR COLLEGE, COMMUNITY, AND PATIENTS SAFE.**