

RN-BSN Compliance Table

Compliance Measure	Reporting Entity	Comments
Immunizations	University Physician's Office (do not send to the College of Nursing)	Link to Instruction for Completing the Healthcare Student Immunization Record: http://uphys.msu.edu/files/attachment/15/original/StudentImmuneForm2012CCC.pdf Link to view your Completed Healthcare Student Immunization Record: http://uphysapps.msu.edu/ General UPhys e-mail: uphys@msu.edu
Bloodborne Pathogen Awareness	Student Affairs	This online training course is done through a university system called SABA. (BBP Accessible here). When you log in, a box appears with the required training. Once completed, the course moves under the "my training" tab. Here, you can print copies of certificates of completion. Send a copy of your certificate of completion to Robert Crawley: crawleyr@msu.edu
HIPAA Training	Student Affairs	HIPAA annual training is also offered through SABA . The course should be listed on the Home page when you log in. If not, you can access the course here: https://goo.gl/81Ulks . Complete the training and print a copy of your certificate of completion. Please send a copy of the certificate of completion to Robert Crawley: crawleyr@msu.edu
Basic Life Support	Student Affairs	BLS requirements must be either the AHA's HealthCare Provider (BLS Provider) or Professional Rescuer certifications. Certifications can be for either 1 or 2 years. Please provide a copy or clear photo of your certification and send to Robert Crawley: crawleyr@msu.edu
Proof of Health Insurance	Student Affairs	Scan or take a clear picture of your insurance card and e-mail to Robert Crawley: crawleyr@msu.edu
Criminal Background Check and Drug Screen	CastleBranch (888-723-4263)	Background Check and Drug Screen are processed through CastleBranch . Results are sent directly to the College of Nursing, Office of Student Affairs and will be kept confidential. The Director will review results and cross reference with information disclosed at the time of application.
Nursing License	Student Affairs	Please provide a scan or clear photo of your current RN License to Robert Crawley: crawleyr@msu.edu