

STUDENT SERVICES REQUIREMENTS CHECKLIST.

All below items are to be submitted to <https://portal.castlebranch.com/BK65>.

If your documentation has more than one of the required immunizations listed on it, that document will need to be tagged/uploaded for all the corresponding immunizations.

- BRCN registration forms –Downloaded, filled out and submitted to Castle Branch.
- MMR Series 2 immunizations, lab, or physician certified evidence of immunity – Waiver available.

- Hepatitis B Series – This is a three-step series with the second injection coming one month after the first, and the third coming 5 months after the second injection. There are a total of three injections. Waiver available.

- Mantoux TB skin test – If this is your first TB test or more than two years have lapsed since you last received it, you are required to get a two-step TB test. The 2-step is as follows: initial test is done and read 48 hours later; 2nd test is done one to two weeks later and is read 48-72 hours later. After the two-step test, you are required to have one done annually. Waiver available.

- Tetanus (Td/Tdap) within the last 10 years – Waiver available.

- CPR – The CPR certificate must be American Heart Association, BLS for Healthcare Provider. Classes are conducted by Blessing Hospital. For information, contact Education Services at ext. 4830. You may also visit the American Heart Association’s website to find other locations and times. Estimated CPR cost every 2 years-\$60

- Background Check – Every student is required to do a background check no more than 60 days prior to the start of the start of the sophomore year, but must be completed by the end of the first week of classes. This is done online and is needed from the student’s home state and/or Illinois. Access the background check link: <https://portal.castlebranch.com/BK65>. A PDF of directions on how to complete the background check can be found at www.brcn.edu/studentsservicesrequirements

- Drug Screen – Every student must submit to a drug screen no more than 30 days prior to the start of the sophomore year, but must be completed by the end of the first week of classes. This must be done through Blessing Physician Services (Office of Sports and Occupational Medicine, Suite 101 927 Broadway, Quincy, IL). To schedule an appointment call (217) 223-8400 x 7950.

- BRCN clothing – Students must have these within the first week of classes.
 - Blessing Blue Scrubs with BRCN logo
 - Lab coat or scrub jacket (optional)
 - BRCN Polo Shirt

- Health Insurance – Every student is required to have health insurance or waiver.

- Malpractice Insurance – Every Student is required to have malpractice insurance.