



## Respiratory - STUDENT SERVICES REQUIREMENTS CHECKLIST.

All below items are to be submitted to our document management site CastleBranch.

To create an account with CastleBranch please start at [www.brcn.edu/parents-current-students/student-services-requirements](http://www.brcn.edu/parents-current-students/student-services-requirements), and select the link for the program you will be starting.

For any questions regarding these requirements please contact:

Andrew Griesbaum, Student Services Officer  
217-228-5520, ext. 6990; griesbauma@brcn.edu

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 CastleBranch.
- MMR Series** - 2 immunizations or lab/physician certified evidence of immunity (titer).
- 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. Lab or physician certified evidence of immunity (titer). Waiver is available.
- Mantoux TB skin test** – If this is your first TB test you are required to get a two-step TB test, or a QuantiFERON-TB Gold blood test. The two-step is as follows: Initial test is administered and then read 48 hours later; 2nd test is administered one to two weeks later and then read 48-72 hours later. After the initial two-step test, or blood test, you are required to have a one-step test, or blood test done annually. You may also submit physician certified evidence of immunity (titer).
- Tetanus (Td/Tdap)** - within the last 10 years, or lab/physician certified evidence of immunity (titer). Waiver is available.
- Varicella (Chicken Pox Vaccine)** - 2 immunizations or lab/physician certified evidence of immunity (titer). Waiver is available.
- COVID-19 Vaccination** - The Covid-19 vaccination, or an approved Medical, or Religious exemption request is required. If the Medical, or Religious exemption request is approved you will be required to submit to a weekly Covid-19 test.
- Influenza (Flu)** – One immunization seasonally.
- CPR** – The CPR certificate must be **American Heart Association, BLS Provider**. To sign up for a class offered by Blessing Health System contact Nursing Professional Development at 217-223-8400 ext. 4860. The class can be complete from a training site of your choosing, but please ensure the class is the American Heart Association, BLS Provider course. Cost of the course provided by Nursing Professional Development is \$40.00. Cost of the [online course](#) is \$32.50. After completing the online course, you must complete a hands-on session (additional fee) with an AHA Training Center to obtain a course completion card. If you'd like to purchase the course book that is optional.
- Background Check** – Every student is required to do a background check **no more than 60 days prior to 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 part of your CastleBranch order.
- Drug Screen** – Every student must submit 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 ext. 7950. Walk-In's are welcome.

**Malpractice Insurance** – Mercer student malpractice insurance is required. To purchase go to <https://www.proliability.com/professional-liability-insurance/respiratory-therapists-american-association-for-respiratory-care.html>. Select “Student” under Get a Quote. Enter all required info, and select Agree. In the “Do you belong to one of these areas of study?” field select “Other or Not listed”. In the “What is your area of study?” field select “Respiratory Therapist”. **When you get to the Quick Quote Results screen be sure to select the 2 M Per Incident/6 M Aggregate option.** Once you receive your “certificate of insurance” you will need to upload/submit it to your Castle Branch account.

- You may also call Daniel Slater, Insurance Sales Representative with Mercer at 800-375-2764, option 2, ext. 10661. He can set the policy up over the phone, and email the proof of insurance directly to you.

**BRCN clothing** – Students must have these within the first week of classes.

- Blessing (Royal) Blue Scrubs with BRCN logo

Scrubs may be purchased from our online store at [designitapparel.com/collections/blessing-rieman-college-of-nursing-health-sciences](https://designitapparel.com/collections/blessing-rieman-college-of-nursing-health-sciences).

Scrubs may also be purchased at the store of your choice and can be taken to Expressions by Christine, 711 Maine Street, Quincy, IL 62301, 217-223-2750, for embroidery of the BRCN logo.

**Books** – Link to BRCN Book Lists - <https://www.brcn.edu/parents-current-students/book-list>