

Clinical Student Interns Requirements

Please provide documentation of the following:

MEDICAL DOUMENTS

	<p>1. Documentation of Immunity (for Rubeola (Measles), mumps, Rubella (German Measles), Hep B (which can be waived with a signed waiver letter), and Varicella (Chicken Pox)</p> <p>a. Documentation of Immunity (via titer*) OR Documented evidence of two doses of MMR vaccine at least 28 days apart, for Rubeola (Measles), mumps, Rubella (German Measles), and</p> <p>b. Documentation of Varicella (Chicken Pox), via titer* OR Documentation of two doses of varicella vaccine at least 4 weeks apart.</p> <p>c. Documentation of Hepatitis B immunity through 3 doses of Hepatitis B vaccine or titer* only- this may be waived.</p> <p>(*Titer is a blood sample taken to check for immunity to diseases caused by some viruses. Titers are also used to verify if a vaccine, such as HAV, HBV, MMR, Mumps, Rubeola, Rubella or Varicella, is present and working in an individual's body or that the person developed immunity after having the disease.)</p>
Pay Close Attention to Detail	<p>2. Tuberculosis Screening Documentation within 1 year of start date using one of the following methods:</p> <p>a. Blood test via QuantiFERON –TB Gold test (QFT-G) or T-Spot TB</p> <p style="text-align: center;">OR</p> <p>b. Proof of a 2-step Mantoux test from a health department, licensed medical facility, or provider. <i>(A 2-step process is)</i> <i>Step 1,</i> <i>Receive implant,</i> <i>Return to physician office 2-3 days after it is implanted to have it read.</i> <i>Wait one-two weeks</i> <i>Step 2,</i> <i>Receive second implant,</i> <i>Return to physician office 2-3 days after it is implanted to have it read)</i></p> <p>3. If the TB test is positive, the student must produce a provider's letter documenting a negative chest x-ray and the absence of TB symptoms.</p>
	<p>4. Documentation of Tetanus Diphtheria (Td) or Tetanus Diphtheria Pertussis (Tdap) vaccination within the last 10 years.</p>
	<p>5. The meningococcal vaccine (MCV4 or Quadrivalent) is recommended but not required for Microbiology technology students.</p>
	<p>6. Influenza Vaccine (or documented waiver for religious reasons or letter from physician stating medical contraindication to it. (Required for Time period of October 1 – March 31)</p>
	<p>7. Drug Screen - Provide a satisfactory standard urine drug screen panel to include amphetamines, barbiturates, benzodiazepines, cocaine, opiates, phencyclidines, cannabinoids drug screen from a licensed reference lab conducted within 14 days prior to start of internship</p>

All health documentation must be submitted to Brian Masson via email at Brian.Masson@snhhs.org or via fax to 603-577-5665.

Clinical Student Interns Requirements

ADMINISTRATIVE DOCUMENTS

	8. Affiliation Agreement/Approval by the State of NH Department of Labor– If not already to HR by school
	9. Certificate of Insurance– If not already to HR by school
	10. Individuals Educational background – Number of hours being requested, planned days and times to be present in SNHHS
	11. National criminal background check a. within the 90 day period immediately prior to student's initial placement
	12. NH State police criminal background check a. within the 90 day period immediately prior to student's initial placement b. https://www.nh.gov/safety/divisions/nhsp/ssb/crimrecords/ To obtain criminal history record information you may: <ul style="list-style-type: none"> • Apply in person with a primary identification (a current, valid and unexpired picture I.D.- i.e. driver's license or passport) Walk-in service is provided at the public counter at 33 Hazen Drive, Concord, Room 106A; (CAN RECEIVE IN ABOUT 15 MINUTES) OR <ul style="list-style-type: none"> • Mail in an application (A release to a third party requires a notarization and a third party signature) (ALLOW AT LEAST 4 WEEKS FOR RETURN) Best to send to home address and then email to SNH *If the student is going to be at the Family Medicine Practice – Pepperell, MA Student must obtain a CORI clearance for the state of Massachusetts http://www.mass.gov/eopss/docs/chsb/adult-personal-criminal-record-request-form.pdf (BEST TO SEND TO YOUR HOME ADDRESS AND EMAIL TO OUR OFFICE)
	13. Documentation of Occupational Bloodborne pathogens education a. Provide certificate from educational institution b. Notify SNHHS and you can complete course that can be sent to you. Completed test must be received in order to get clearance from HR
	14. Verification that the student is not on the HHS/OIG List of Excluded Individuals/Entities or GS's list of excluded parties which must be completed 30 days prior to the start of the internship. https://exclusions.oig.hhs.gov/
	15. If the student is a current R.N. and is going for their N.P. degree, the student must provide a State of New Hampshire R.N. license

All administrative documentation must be submitted to Doreen Mealey via email at Doreen.Mealey@snhhs.org or via fax 603-577-5616.

All documentation with the exception of the drug screen must be submitted at least two weeks prior to the start of the clinical internship. Failure to do so may result in a delayed start date.