

EXPERIENTIAL LEARNING POLICIES

LEARNER CREDENTIALING

Learner credentialing at Nightingale College consists of maintaining compliance with background checks, drug screening, immunizations, trainings, and other requirements specified by the College and DFC and IP sites assigned to the learner, to participate in Supervised On-Ground Field Experiences (SOFE). The College's credential requirements are posted within the third-party vendor's secure online portal. Learners are expected to maintain compliance with the third-party vendor throughout enrollment in the academic program and are responsible for all fees associated with the credentialing requirements.

To be eligible for continued enrollment in the program and matriculation through nursing courses, learners must complete all credentialing requirements as listed in the College Catalog or found within the third-party portal no later than forty-five (45) calendar days prior to the first day of the semester. In rare circumstances, a learner may request to add a course with a SOFE component upon completion of the credentialing requirements after the deadline but prior to the start of the semester; however, enrollment in the course is not guaranteed. Learners must maintain compliance with credentialing requirements while enrolled in any course that contains an on-ground component.

Credentialing requirements include, but are not limited to, the following items:

1. Provide the required immunization and medical screening records (see below). Instructions for these items will be provided with the enrollment acceptance letter and must be submitted to the College's third-party vendor. Learners are responsible for creating an account with the third-party vendor for submission of credentialing documents and for maintaining communication with the vendor to ensure continued compliance. Learners also are responsible for initiating the background check and drug screen processes through the third-party vendor. The College's staff are unable to assist learners with completing this process.
2. Provide a current American Heart Association Basic Life Support (CPR and AED) certification. Certification must be at the healthcare provider level (BLS) and must include an in-person component. Online-only certifications will not be accepted.
3. Pay for, complete, and pass a criminal background check within 120, but no later than 45, days prior to the first day of the academic semester which includes the learner's first course with the Supervised On-ground Field Experience (SOFE) components. Only background checks initiated by the third-party vendor are valid. *Note: Certain SOFE sites may require additional background checks. Learners' ability to be placed for a Supervised On-ground Field Experience (SOFE) may be impacted if their background check is flagged for findings within their report.*
4. Pay for, complete, and pass a 10-panel drug screening within 120, but no later than 45, days prior to the first day of the academic semester which includes the learner's first course with the Supervised On-ground Field Experience (SOFE) components. *Note: Certain SOFE sites may require additional drug screenings. Learners' ability to be placed for a Supervised On-ground Field Experience (SOFE) may be impacted if their drug screening is flagged for findings within their report.*

Note: Enrolled learners will be classified as non-matriculated until all matriculation requirements are met. Failure to meet the requirements by the specified deadlines may result in the rescindment of the program acceptance and/or withdrawal from the College with the learner being responsible for payment of any earned tuition and fees.

To ensure compliance, learners are expected to check compliance regularly throughout their enrollment in the program with the third-party vendor. After the start of a semester, learners may be required to update or complete additional credentialing requirements. Depending on the assigned SOFE site requirements, these may include fingerprints, immunizations, screening processes, or other documentation. Schedule Support will send instructions for the completion of these requirements to learners via email correspondence.

Outcomes for failure to complete SOFE site credentialing requirements differ between Direct Focused Client Care (DFCs) or Integrated Practicum (IPs) as described below.

Outcomes for Failure to Meet DFC Credentialing Requirements

A learner scheduled at a DFC site with unique credentialing requirements must complete all requirements by the deadline(s) noted in email correspondence. Failure to complete credential requirements by the specified deadline may result in an absence for the scheduled DFC or a withdrawal from the course. The absence is subject to the [EL-DFC Absences During the Semester](#) policy.

Outcomes for Failure to Meet IP Credentialing Requirements

Learners who fall out of compliance are required to stop attending any IP activity until compliance is regained. Failure to complete credential compliance by the end of the semester will result in a grade of Incomplete for the course. Continued failure to resolve the compliance issues resulting in the Incomplete grade will result in a failing grade as stated in the policy for Incomplete grades in the [Grades](#) section of the Catalog.

Required Immunizations

- **Tuberculosis (TB) skin test** –Learners must complete an initial two-step PPD skin test within six (6) months of the first day of the academic semester which includes the learner's first course with the Supervised On-ground Field Experience (SOFE) components. After the initial two-step PPD skin test with negative results, yearly one-step PPD skin tests are required. *A two - step PPD is completed by having the first PPD skin test placed, then having that result read within 48 – 72 hours from the placement date and time. THEN, the learner will have their second PPD skin test placed 7-18 days from the date in which the first*

PPD skin test was “read.” The result of the second PPD must be read within 48-72 hours of the placement date and time of the second PPD skin test.

If the learner has a positive result, history of a prior positive result or received a BCG vaccination in the past, a proof of a negative chest X-ray, performed within the last six (6) months, and a clearance letter on official letterhead or form from a physician stating that the learner has had no signs of symptoms of TB within the last year; are required. Chest X-Rays performed for a positive PPD test will be honored for five (5) years from read date. Lastly, if the learner’s provider denies the request for a chest X-ray, the learner is permitted to receive a yearly QuantiFERON with documentation of negative result along with a written request from the provider.

- **Varicella** – Proof of immunity (serologic titer), or prior vaccination with two (2) doses of varicella vaccine, given at least four (4) weeks apart, is required. The titer must show a numerical value within the immunity range. Learners who do not develop immunity to varicella following two immunization series (confirmed with documentation of both series and two negative serologic titers), must provide a letter of explanation (verification of non-immunity) from their medical provider to continue enrollment in the prelicensure program.
- **Measles, mumps, rubella (MMR)** – Documentation of vaccination with two (2) doses of MMR given at least four (4) weeks apart or proof of immunity (serologic titer), is required. The titer must show a numerical value within the immunity range. Learners who do not develop immunity to measles, mumps, rubella (MMR) following two immunization series (confirmed with documentation of both series and two negative serologic titers), must provide a letter of explanation (verification of non-immunity) from their medical provider to continue enrollment in the prelicensure program.
- **Influenza** – Annual seasonal influenza (flu) vaccinations are required. Documentation must specify the current season to be accepted.
- **COVID-19** – Proof of full immunization, including boosters after the recommended intervals, is required to attend any Supervised On-ground Field Experiences (SOFE).
- **Hepatitis B** – Completed two- or three-dose immunization series *and* proof of immunity (serologic titer) are required. If beginning the HepB series, the learner must have evidence of the first dose 45 days before the academic semester which includes the learner’s first course with the Supervised On-ground Field Experience (SOFE) components and complete the series and proof of immunity (serologic titer) by the end of the second academic semester which includes courses with the Supervised On-ground Field Experience (SOFE) components. The titer must show a numerical value within the immunity range. *Learners must remain on schedule with dosing to attend Supervised On-ground Field Experiences (SOFE).* Learners who do not develop immunity to Hepatitis B following two immunization series (confirmed with documentation of both series and two negative serologic titers), must provide a letter of explanation (verification of non-immunity) from their medical provider to continue enrollment in the prelicensure program.
- **Tetanus, diphtheria, and pertussis (Tdap)** – Proof of completed childhood 3-dose immunization series, if available, and a Tdap (Tetanus, diphtheria, acellular pertussis) booster within the last ten (10) years are required; this must be renewed every 10 years. Some Supervised On-ground Field Experiences (SOFE) sites may require titers as

Note: In the interest of public safety, immunization exemptions only will be granted to learners who provide a statement of medical necessity from their medical provider. Failure to comply with the above requirements may jeopardize the learner's ability to attend Supervised On-ground Field Experiences (SOFE) and prevent continued enrollment in the Program. Additionally, some SOFE sites may not allow learners with immunization exemptions to attend SOFEs, which may delay these learners' progress in the academic program.

Health Insurance

In compliance with the College’s clinical partners’ requirements, evidence of health insurance must be provided for all prelicensure learners. Learners without health insurance may be denied access to clinical facilities and therefore may be unable to complete prelicensure nursing programs. The learner assumes all financial responsibility associated with their healthcare.