

**Clinical Compliance Requirements Checklist
ACE Program Clinical/Practicum Compliance Requirements**

Continuing Annual Recheck Requirements

Please use this form as a guide for remaining in compliance with all clinical guidelines throughout your time in the program.
Instructions for the renewal process will be provided by your Compliance Coordinator in June of each academic year.

You may print this checklist and use it as a guide throughout the compliance process.

ITEM	DEADLINE TO SUBMIT DOCUMENTATION	DATE COMPLETED
<u>Screenings:</u>		
FBI Fingerprint	August 1 st	
State Criminal Background Check	August 1 st	
Child Abuse Clearance	August 1 st	
Drug Screen	August 1 st	
<u>Check for yearly update reminders on the following:</u>		
Annual One-Step PPD	Check your individual due date, must be current while in clinical course work	
Current Tdap (must be within last 10 years)		
Bioraft/Online Safety Training		
CPR Certification (Must be the <i>American Heart Association – BLS for the Healthcare Provider</i>)		
Seasonal Influenza Form (Documentation must be submitted by October 1 st annually. This must be on file for all Fall, Winter and Spring clinical/practicum rotations.)	October 1st	