<table>
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<tr>
<th>DONE</th>
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<tr>
<td></td>
<td>Complete and sign the BSN Acceptance Form by November 4, 2022 at 12 pm.</td>
</tr>
<tr>
<td></td>
<td>Download, print and read the Spring 2023 BSN Admission Packet from the School of Nursing website: <a href="https://www.uab.edu/nursing/home/student-resources">https://www.uab.edu/nursing/home/student-resources</a></td>
</tr>
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<td>Participate in the Spring 2023, <a href="https://www.uab.edu/nursing/home/student-resources">Virtual BSN Information Session</a>, Wednesday, November 16, 2022, 1:00 pm to 3:00 pm. Students must participate that day or request approval for a participation exception. Requests for a participation exception must be emailed to Ms. Crimsynn Dover by <a href="https://www.uab.edu/nursing/home/student-resources">November 9, 2022</a>. Students will receive a Zoom link via email prior to the session.</td>
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<td>Complete a School of Nursing acceptable CPR Certification by January 2, 2023.</td>
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<td>New UAB transfer students (without a bachelor’s degree) must complete an online UAB Transfer orientation. <a href="https://www.uab.edu/admissions/orientation/transfer-non-traditional">Do not register for the January 6 transfer orientation as it conflicts with your MANDATORY BSN Orientation.</a></td>
</tr>
<tr>
<td></td>
<td>Begin locating your immunization records immediately. This online packet explains the immunization records required to comply with Level 3 immunizations for clinical students. All immunization records must be uploaded into the UAB Student Health and Wellness patient portal.</td>
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<td>Order uniforms from Read’s Uniforms. Additional information will be provided in a separate email from the BSN Program Manager, Crimsynn Dover.</td>
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<tr>
<td></td>
<td>Order additional required equipment when instructed (Stethoscope, Lab Kit). Information will be provided during the Virtual BSN Information Session.</td>
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<tr>
<td></td>
<td>Complete the Background Check and Drug Screen when instructed to do so. Additional information is included in the online admission packet, and questions will be addressed during the Virtual BSN Information Session.</td>
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<tr>
<td></td>
<td>Resolve all financial, administrative, or academic holds. You cannot register for spring nursing classes until all your holds have been resolved. This includes OSHA and HIPAA training (instructions included in this packed).</td>
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<td></td>
<td>Register for Spring 2023 courses. Your spring class schedule will be provided during the November 16 Information Session, but class times will not be assigned until the first week of classes in January. You will register yourself in nursing courses for spring semester after you participate in the Virtual BSN Information session and resolve all School of Nursing holds on your account.</td>
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<td></td>
<td>Send final official transcripts to the UAB Office of Admissions by Monday, January 9, 2023. Please do not send official transcripts to the School of Nursing. If you expect any delay in the arrival of your transcripts, contact Crimsynn Dover at <a href="mailto:cdover@uab.edu">cdover@uab.edu</a>.</td>
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<tr>
<td></td>
<td>Participate in the mandatory BSN Orientation on January 4, 5, and 6, 2023. Additional information about the time of orientation will be provided as soon it is available.</td>
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The UAB School of Nursing requires all students admitted to the BSN program for Spring 2023 to be CPR certified by **January 2, 2023**.

The only CPR certification that will be accepted is the **AMERICAN HEART ASSOCIATION Heartcode®BLS Online**.

We recommend you earn your CPR certification as soon as possible, but we realize that due to COVID-19, options for completing the CPR class can be somewhat limited. We encourage you to check and see if the American Heart Association is offering BLS for Health Care Providers in your area. As more businesses and organizations reopen, we expect that the CPR offerings will become more available.

If you choose to take an online American Heart Association BLS for Healthcare Providers CPR Course, you must complete both components that make up certification: the online portion and the hands-on skills portion.

**How to register for the online course (part 1):**

2. Click on the search box in the top right corner and type in “heartcode”
3. A new screen will open, and you should select: **Heartcode®BLS ONLINE**
   
   The description says:
   “This program is designed for healthcare professionals who need Basic Life Support training for their clinical duties. HeartCode® BLS Online consists of a cognitive portion that is completed online”. COST $32.50

4. The system will guide you through the registration process. Follow the instructions as indicated in this process. You will be required to take the online test first.
5. Once that is successfully completed you will be required to check off on your skills.

**How to register for the hands-on skills session (part 2):**

A separate psychomotor skills assessment using voice assisted manikins with real-time audio and visual feedback OR a skills assessment with an AHA Instructor is required to earn a valid AHA BLS Provider eCard that is valid for two years.

7. In the top left you will see “Courses”, click on this and a drop-down list will open.
8. At the bottom of the drop-down list click on “Course Finder”.
9. Click on LOCATE TRAINING CENTER
10. Click on US TRAINING CENTERS
11. Enter your location (or zip code) in the search box. This will show a list of courses. Find the BLS PROVIDER SKILLS SESSION. You can put in a Fire Department – most of them can do skills check off.

This will show you sites where you can complete your skills check off. Click on the DETAILS and you will need to contact the location and find out when you can schedule your skills session.

Upon completion of the exam and skills check off, you will receive a BLS card sent to the email address you provided. This proof of CPR certification (electronic card example below) must be emailed to Ms. Pat Little, at plittle2@uab.edu, by January 2, 2023.

Please save your electronic card (eCard) so you will always have it available.

If you took an AHA class, you can look up your e-card at the link below:
https://ecards.heart.org/student/myecards?pid=ahaecard.employerStudentSearch
Before you register in nursing courses for spring semester, you must upload a number of medical records in the UAB Student Health and Wellness Patient Portal. Students can access the Patient Portal from the right-side navigation on their BlazerNet homepage.

Please begin locating your medical records immediately to help determine if you need to initiate immunizations to comply with our program requirements. Some immunizations take time to complete. Any instance of an incomplete immunization prior to school starting may prohibit you from attending clinicals.

BSN students are required to satisfy the Level 3 Immunization requirements for clinical students. [https://www.uab.edu/students/health/medical-clearance/immunizations/level-3](https://www.uab.edu/students/health/medical-clearance/immunizations/level-3)

All immunization records and forms must be uploaded in the Patient Portal on the UAB Student Health and Wellness website. If you have questions about what documentation is required, please submit your questions to the UAB Student Health and Wellness Office while you are logged into their Patient Portal.
Dear Students,

The U.S. Supreme Court has upheld the Centers for Medicare and Medicaid Services (CMS) requirement that workers in U.S. healthcare facilities must be vaccinated against COVID-19.

Our clinical partners are subject to this mandate and, as a result, have reinstated the CMS COVID-19 vaccination requirement that all covered individuals—including students, trainees and volunteers—must be vaccinated to work and/or train in their facilities. Although UAB allows students to request vaccine exemptions, some facilities can decline to accept exemptions based on medical, disability or religious grounds.

Currently, our clinical partners who do not accept exemptions are:
- Children’s of Alabama
- Birmingham VA Medical Center

Our clinical partners with exemption processes and/or other requirements are:
- UAB Medicine and St. Vincent’s Ascension accept exceptions filed and approved through UAB’s exemption process.
- Grandview requires all unvaccinated students to complete their exemption form but no longer requires bi-weekly COVID testing.
- Brookwood Baptist Health requires all students to complete an electronic form submitting a copy of their vaccination card or requesting an exemption.

With this in mind:
- All students must be compliant with COVID-19 vaccine requirements or receive an approval for vaccine exemption by January 6, 2023.
- Vaccine exemption forms can be obtained through UAB Student Health Services.
  [https://www.uab.edu/students/health/medical-clearance/exemptions](https://www.uab.edu/students/health/medical-clearance/exemptions)
- Documentation of COVID-19 vaccination should be submitted via the UAB Student Health Services Patient Portal.

As a nurse-in-training, you will have clinical experiences in these healthcare facilities and must follow their policies in order for you to continue to have clinical experiences at these sites. Failure to comply with the healthcare facilities requirements could impact:
- location of clinical sites where students are assigned clinical experiences
- progression in the program

Our goal is to help ensure you comply with the COVID-19 vaccine requirement for clinical placements so that you continue to make timely progress towards your degree.

Students with admissions questions should contact the UAB School of Nursing Office of Student Success at 205.975.7529. Student with immunization requirement concerns should send questions to UAB Student Health through the patient portal.

Sincerely,

Dr. Gwen Childs
Associate Dean, Undergraduate and Prelicensure Programs
All BSN students in the School of Nursing are required to consent to and pay for a criminal background check and urine drug screening at least once per year.

You will receive an email (sent to your UAB.EDU email address) requesting you to complete a background check. The email will come from UABSchoolofNursingBSNBasic@screening.services, Global HR Research. The cost of the background check is $88.

Approximately 24 hours after you order and pay for your background check, you will receive an email from OTSWEBAPP@Labcorps.com, LabCorp. This email will contain your registration number to complete your drug screening.

The deadline to complete both the background check and the drug screening is 10 business days from the date of the first background check email you are sent, unless you are notified of a change in the deadline. It is recommended that you order and pay for your background check within 3 days of receiving the email from UABSchoolofNursingBSNBasic@screening.services.

Please remember your UAB email account is one of the official forms of communication for UAB. If your UAB email account is forwarded to another email account, please be aware that important emails may be filtered into your junk, spam, or other folder. You are responsible for checking your UAB email. Any correspondence missed because you forwarded your UAB email to a different email account (Yahoo, Gmail, etc.) will not excuse you from complying with these requirements.

During this process, either company may attempt to reach out to you by phone. Please answer all calls until this process is complete, as the testing centers may need additional information from you.

Please Note: Missing these important deadlines may jeopardize your seat in the program. The School of Nursing may rescind your admission offer for BSN study if you fail to comply with these requirements. Please be diligent and complete the background check and drug screening requirements in a timely fashion.

Staffing and supply shortages have increased the wait time on the return of your background check/drug screen results to UAB Nursing Student Success. The hold on your account will be removed as soon as we have clearance from GHRR. Please know that there is a seat available for you to register in your fall classes. We request your continued patience and understanding in this process.
Bloodborne Pathogens, Occupational Safety & Health Administration (OSHA)

This training is an annual requirement.

New UAB School of Nursing Students
(Do not go directly into CAMPUS LEARNING, use the link provided)

To access and enroll in the training, go to:

- Click on LOGIN WITH BLAZERID
- Log in using your BlazerID/Username and password
- Click on Bloodborne Pathogens Course
- You will need to click on and go through Course Material, Reality Check, Course Assessment and Course Evaluation
- You can see your certificate in the Campus Learning System by going to “My Activities” located on the homepage; however, https://www.uab.edu/learninglocker is the repository for full training history. Courses completed within the campus learning system will be logged into the Learning Locker within 1 business day

Returning & Current UAB School of Nursing Students (1 year or older)

Certification and Retraining

- Log in to Campus Learning https://uab.docebosaas.com/learn
- Click on LOGIN WITH BLAZERID
- Log in using your BlazerID and password
- From the landing page-upper right side-you will choose MY ACTIVITIES from the profile section
- Under “My Activities” you will choose Certification – this will take you to the ‘Certification and Retraining’ page
- Click on RENEW NOW – this will direct you to the course that requires re-certification.
- You will need to click on and go through Course Material, Reality Check, Course Assessment and Course Evaluation
- You can see your certificate in the Campus Learning System by going to “My Activities” located on the homepage; however, https://www.uab.edu/learninglocker is the repository for full training history. Courses completed within the campus learning system will be logged into the Learning Locker within 1 business day

The School of Nursing will receive notice of successful completion of your training. Once you complete the training you should expect 2-5 business days before your hold is removed.

If you are having problems accessing Campus Learning or accessing your course or certificate, please email campuslearning@uab.edu. Please include a phone number where you can be reached. This phone should be near your computer so that someone can assist you.
HIPAA works to ensure that all medical records, medical billing, and patient records meet certain consistent standards with regards to documentation, handling, and privacy.

If you have taken HIPAA training with another healthcare institution, you will need to retake it through UAB’s Campus Learning to complete the requirement and receive credit. This is a one-time only training that does not require renewal at UAB.

**New UAB School of Nursing Students**  
(Do not go directly into CAMPUS LEARNING, use the link provided)

To access and enroll in the HIPAA training course, go to:  
https://uab.docebosaaS.com/lms/index.php?r=course/deeplink&course_id=27&generated_by=151665&hash=89c0297a2b7474b2da7e5ab7cc93766a3192250

- Click on LOGIN WITH BLAZERID
- Login using your BlazerID/Username and Password
- Successful completion is considered a score of 75% or better. If unsuccessful, repeat these steps until you have a satisfactory score.
- You can see a certificate in the Campus Learning System by going to “My Activities” located on the homepage; however, https://www.uab.edu/learninglocker is the repository for full training history. Courses completed within the Campus Learning System will be logged into the Learning Locker within 1 business day.

**Returning/Current UAB School of Nursing Students or Previous/Current UAB Employees**

If you have completed HIPAA with UAB as a previous student or employee, you will need to send a copy of your certificate to the Office of Student Success via email (sonstudaffrs@uab.edu) or fax to 205.934.5490.

To view and email/print your HIPAA certificate in the Campus Learning System go to https://www.uab.edu/learninglocker

- LOGIN WITH BLAZER ID
- Select “View Certificate” and either print or email your certificate to the Office of Student Success.

**The School of Nursing will receive notice of successful completion of your training.** Once you complete the training you should expect 2-5 business days before your hold is removed.

If you are having problems accessing Campus Learning or accessing your course or certificate, please email campuslearning@uab.edu. Please include a phone number where you can be reached. This phone should be near your computer so that someone can assist you.
Pre-licensure Core Performance Standards for Admission and Progression

Nursing education requires the acquisition of academic knowledge, clinical and specialized communication skills as well as professional attitudes and behaviors. All pre-licensure degrees certify that the student has acquired the broad base of knowledge and skills required for entry into professional nursing practice. This foundational education includes both academic and professional nursing courses that provide a base for clinical competence and informed judgements about health and patient care in a variety of settings. Since the treatment of patients is an essential part of the educational program, the University of Alabama at Birmingham School of Nursing (UABSON) must act to protect the health and safety of patients.

Candidates for any pre-licensure degree must have skills and abilities in ten core performance standards with or without reasonable accommodations. These ten standards include, but are not limited to, the following skills and abilities (bulleted examples included, not all-inclusive):

1. **Critical Thinking**: Critical thinking ability sufficient for clinical judgment.
   - Identifies safety issues in clinical situations
   - Identifies cause/effect relationships in clinical situations, develops, evaluates, and revises nursing plan of care as appropriate
   - Has the ability to make safe judgments when planning and implementing all psychomotor nursing prescriptions
   - Manages multiple priorities in stressful situations
   - Responds instantly to emergency situations
   - Exhibits arithmetic competence that would allow the student to read, understand and perform accurate calculations for computing medication dosages and intravenous flow rates

2. **Interpersonal**: Interpersonal abilities sufficient to interact with individuals and groups from diverse backgrounds
   - Establishes appropriate rapport with clients and colleagues
   - Has the ability to work in groups on course activities
   - Maintains therapeutic relationships with clients and colleagues
   - Respects cultural diversity and rights of others
   - Works effectively in small groups as a team member and as a team leader
   - Practices verbal and non-verbal therapeutic communication
   - Recognizes and attempts to resolve adverse events for both clients and colleagues

3. **Communication**: Communication abilities (hearing, speaking, reading, and writing) sufficient for interaction with others in verbal, written, assisted, and electronic form.
   - Writes and speaks English effectively so as to be understood by the general public
   - Has the ability to complete written assignments, participate in classroom discussion/activities, and complete group projects
   - Has the ability to focus in class without making disruptive interruptions
   - Communicates therapeutically with clients, families, and groups in a variety of settings
   - Documents client data and nursing care completely and accurately
   - Provides health teaching information for clients, families, and/or groups based on assessed needs, available resources, age, lifestyle, and cultural considerations
   - Has the ability to use a variety of computer programs and platforms
   - Must be able to give and receive constructive feedback, process feedback, and utilize it to conform behavior to expected professional standards
4. **Physical Mobility**: Physical abilities sufficient to move from room to room and maneuver in small spaces.
   - Able to attend and participate in class
   - Has the ability to push, pull and/or lift a minimum of 30 lbs. of weight
   - Has mobility and stamina sufficient to function for up to a 12-hour clinical experience in various settings
   - Lifts, moves, positions, and transports clients without causing harm to client or self
   - Has the ability to move around client’s room, work spaces and treatment areas, in all clinical settings
   - Has the ability to stoop, bend, squat, and reach overhead as required to deliver care safely in emergent and non-emergent situations
   - Performs cardiopulmonary resuscitation according to recommended procedures and professional standards

5. **Gross and Fine Motor Skills**: Gross and fine motor abilities sufficient to provide safe and effective nursing care
   - Performs physical activities necessary to accomplish nursing skills, including but not limited to: putting on sterile gloves, donning mask and gown, operating a manual and electronic blood pressure cuff, using sterile technique and performing essential client care
   - Performs correct hand washing technique
   - Provides or assists with activities of daily living
   - Administers all routes of medications to maintain client safety
   - Has the ability to use computers and other electronic devices
   - Performs electronic keyboarding/documentation and/or extensive writing
   - Calibrates and uses equipment correctly (e.g. syringes, vials, ampoules, medication packages)
   - Has the gross and fine motor ability to grasp small objects (e.g. IV tubing, syringe, dropper)

6. **Auditory**: Auditory ability sufficient to monitor and assess health needs
   - Has the auditory ability to participate in class lectures and contribute to discussions
   - Hears verbal exchanges among health care personnel and clients
   - Has the auditory ability to monitor alarms, emergency signals, and cries for help
   - Has the auditory ability to hear and distinguish changes in tone and pitch for example when listening to a client’s respirations, cardiac, and abdominal auditory characteristics when using a stethoscope

7. **Visual**: Visual ability sufficient for observation and assessment
   - Has the visual ability to observe audio-visual aids and client, peer, and faculty responses.
   - Has the visual ability to read medical documents; see small calibrations on sphygmomanometers, syringes, and thermometers; observe patient responses to interventions or health problems; and detect color changes
   - Performs nursing skills such as inserting urinary catheters and IV devices, counting respirations, and preparing or administering medications
   - Has the visual ability to discriminate colors, changes in color, size, and contour of body part
   - Has the visual ability to identify, prepare, and administer medications accurately and safely by all routes

8. **Tactile**: Tactile ability sufficient for physical assessment
   - Performs palpation functions correctly for physical examination and therapeutic interventions such as pulses, temperature, texture, firmness, softness, and physical landmarks

9. **Emotional Stability**: Emotional stability sufficient to tolerate rapid and changing conditions and environmental stress
   - Establishes therapeutic interpersonal boundaries
   - Provides clients with emotional support and respect differences in patients, families and other students
   - Complete all responsibilities in the assessment and implementation of nursing care for patients in a timely, safe and effective manner
   - Adapts to stressful situations and changing environments while maintaining professional conduct and standards
• Have adequate environmental awareness and emotional stability to remain calm and function effectively in multiple, complex settings that may be stressful, noisy and may be potential harmful
• Take responsibility for their own actions
• Poses no threat to self or others
• Performs potentially stressful tasks concurrently

10. **Professional Behavior:** Behave in a respectful, ethical and professional manner with others

• Interacts respectfully with peers, faculty, superiors, clients, and families
• Strives to provide quality client care
• Applies knowledge and clinical reasoning
• Reflects on own behavior and clinical performance with clients; engages in self-evaluations
• Has the ability to interact with peers and colleagues appropriately
• Has the ability to collaborate with clients, families, and others in nursing situations
• Integrates ethical behavior in nursing practice
• Performs activities safely, so as to not injure or harm others or self
• Recognizes that all students represent the nursing profession and must behave accordingly
• Respects and adheres to the policies and procedures of the School of Nursing and clinical agencies

**Application for Accommodation Prior to Matriculation:**

The UAB School of Nursing will provide reasonable accommodations to qualified individuals with approved accommodation(s). In order to request accommodations, students must contact the UAB Office of Disability Support Services and follow the registration process. UABSON faculty collaborate with Disability Support Services (DSS) within the scope of the core performance standards to establish reasonable accommodations. Throughout a student's career, the UABSON will work with the student and DSS to ensure accommodations are reasonably facilitated and maintains safety for the student and patient.

**Application for Accommodation After Matriculation:**

Students seeking accommodations will be referred to the UAB Office of Disability Support Services. Personnel in the Disability Support Services Office will follow established protocol to determine if the student is eligible for accommodations. Any financial cost for documentation, assessment or evaluation will be the sole responsibility of the student. The Office of Disability Support Services will review the results of the evaluations to determine whether a condition exists, and whether accommodations are necessary. If DSS determines that accommodations are necessary to allow a nursing student to meet the Pre-licensure Core Performance Standards then they will educate students on the process of forwarding those recommendations to the appropriate faculty. The appropriate faculty will work with the student and DSS to determine if there are reasonable accommodations. If reasonable accommodations cannot be made, the student will be informed, if the student is unable to meet the Pre-licensure Core Performance Standards. A nursing student who is dismissed based on inability to meet the Pre-licensure Core Performance Standards of the UABSON will have the right of appeal through the established grievance process used in the UABSON Student Handbook. If the accommodation is approved, the UABSON will work to make sure that the accommodation is reasonably facilitated from that point forward. Retroactive accommodations will not be allowed.
# Important Contacts

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<tr>
<th>BSN Program Directors</th>
<th>Competency Lab Information Lab Equipment Requirements</th>
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<tr>
<td>Connie Hogewood</td>
<td>Allyson N. Sanders</td>
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<tr>
<td><a href="mailto:cmhogewo@uab.edu">cmhogewo@uab.edu</a></td>
<td><a href="mailto:ans77@uab.edu">ans77@uab.edu</a></td>
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<tr>
<td>205-996-4115</td>
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<tr>
<td>Dana Mitchell</td>
<td></td>
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<td><a href="mailto:dcmitchell@uab.edu">dcmitchell@uab.edu</a></td>
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<td>205-975-2824</td>
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<th>Scholarships</th>
<th>Read’s Uniforms</th>
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<tr>
<td>Stephanie Hamberger</td>
<td>Janet Spear</td>
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<tr>
<td><a href="mailto:ssallen@uab.edu">ssallen@uab.edu</a></td>
<td><a href="mailto:bham.sales@readsuniforms.net">bham.sales@readsuniforms.net</a></td>
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<tr>
<td>205-934-5483</td>
<td>205-252-8654</td>
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<tr>
<th>Background Check/Drug Screening &amp; CPR</th>
<th>VA Nursing Academy</th>
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<tr>
<td>Ms. Pat Little</td>
<td>Randy Moore</td>
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<tr>
<td><a href="mailto:plittle2@uab.edu">plittle2@uab.edu</a></td>
<td><a href="mailto:rlmoore@uab.edu">rlmoore@uab.edu</a></td>
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<tr>
<td>205-996-7130</td>
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<th>HIPAA and OSHA</th>
<th>BSN Program Manager</th>
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<td>Office of Student Success</td>
<td>Crimsynn Dover</td>
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<td><a href="mailto:sonstudaffrs@uab.edu">sonstudaffrs@uab.edu</a></td>
<td><a href="mailto:cdover@uab.edu">cdover@uab.edu</a></td>
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<tr>
<td>205-975-7529</td>
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The UAB Student Health and Wellness Office handles all questions related to immunizations and medical records.

If you have questions about what immunizations are required or what immunization documents to submit, please submit your questions to the Student Health and Wellness Office while logged into the Student Health and Wellness Patient Portal.

Visit [http://www.uab.edu/students/health/](http://www.uab.edu/students/health/) to access the Patient Portal.