

# Compliance Requirements

## Compliance Overview

Tracking of all health requirements is through [Complio](#). Students are responsible for paying the fees associated and submit all health documentation. Directions for starting your account and any needed assistance see our [Complio page](#). Use the [directions](#) for using Complio as needed. The compliances are discussed in Orientation/Onboarding but the process is to be completed by the student individually. The vendor will provide a checklist of requirements, provide all related forms, and notify students ahead of time when expiration of documentation is impending.

Students will be considered “out of compliance” if a designated immunization/requirement is not updated by the designated deadlines for submission. Students who are designated as “out of compliance” will be held out of clinical, until documentation has been submitted and verified. Students held out of clinical due to non-compliance of health information will risk being dropped from the Nursing Program.

**Reminders of needed student compliance updates will not be issued by the Department of Nursing.** These are sent out by [Complio](#) and are the students responsibility.

## **Complio            Compliance            Requirement Explanation**

### **Criminal Background Check**

Nursing students must have an approved clear background checks and drug screening to participate in placement(s) in clinical facilities. Applicants will receive directions to complete the background check prior to enrollment.

- Cost: Nursing applicants and students are solely responsible for all costs (about \$50) associated with obtaining clearance for background checks and drug screening.
- Screening are completed through the District's authorized vendor ([Complio](#)). The program will not accept screening from any other company. Applicants will receive directions to complete the background check prior to enrollment.
- This is not a requirement for admission to the Nursing Program but for our clinical facilities.
- Results maintained and protected: Your information will be stored by Complio and password protected. Complio and the Nursing, Allied Health Director will have access to your results.
- Nursing Program applicants are accepted into the Nursing Program on a "conditional" basis, pending clearance for placement by clinical agencies.
- If a student cannot participate in clinical, they cannot complete the nursing program and, therefore, will be denied enrollment into the program.
- Decisions regarding background checks and drug screenings are determined by the clinical agencies in accordance with their rules and/or regulations, as well as state and federal regulations.
- An applicant may be denied admission due to criminal history restrictions set by state/federal statute or clinical facility. Applicants denied enrollment due to criminal convictions may reapply to the program when it has been seven years since an offense, or when they receive a clearance of rehabilitation from the court. However, even with the clearance, students may still be denied access by clinical facilities, based on the nature of the convictions even though the convictions may have occurred more than seven years ago.
- Applicants on probation or parole or who have outstanding bench warrants or any unpaid citations,

restitution, etc., will not be permitted to enroll in the program until all outstanding issues are completed.

- The criteria that exclude a student from clinical placement is based on our clinical partners.
- If a clinical partner excludes a student from clinical placement if there is an alternative clinical site the program will divert the students placement, however, there might not be an alternative placement. If the program is unable to place the student clinically we will not be able to offer and/or continue the students placement in our program. Each case is reviewed case by case by our Nursing, Allied Health Department.
- Students admitted to the program and cleared but clinical facilities will also have to complete a backgrounds check with the California Board of Nursing (BRN). The BRN determines the student's eligibility to sit for the NCLEX exam.

The initial background check satisfies this requirement during continuous enrollment in the program; should the educational process be interrupted; a new background check will be required.

Nondisclosure – Convictions that were not uncovered during the background checks (are proved to have occurred) or are new in occurrence (must report to the Director of Health & Medical Career Programs & Nursing within 5 days of conviction), and those convictions are of such an age or nature that they preclude the student from participating at all clinical sites, the student will be removed from the nursing clinical program in which they are enrolled. Existence of convictions will not necessarily disqualify an applicant from admission or continuation in the program. However, failure to fully disclose the existence of convictions may be considered falsification of a record and will result in offer of conditional acceptance being rescinded; and is grounds for immediate termination upon discovery at any time during enrollment. Students who fail to fully disclose the existence of convictions will not be eligible to reapply.

Any applicant who has any concerns about the criminal background checks is encouraged to contact the Director of Health & Medical Career Programs & Nursing for confidential advising prior to completing either procedure.

The following searches and screenings will be conducted by the vendor going back 7 years:

- Criminal History Record Search
- Social Security Number Trace (residential history, year/state SSN issued)
- DHHS/OIG/GSA-Medicare/Medicaid Excluded List
  - The OIG/GSA Sanctions Report is comprised of the following components: OIG (Office of Inspector General) and GSA (General Services Administration). The OIG/GSA search utilizes the U.S. Dept. of Health and Human Services (DHHS) and the Office of Inspector General's database for individuals and businesses excluded or sanctioned from participating in Medicare, Medicaid or other federally funded programs. What is OIG GSA exclusion list? In simplest terms, a government exclusion list is a roster of individuals and organizations that are not eligible to participate in federal or state contracts due to criminal behavior or misconduct. These lists are maintained by state or federal agencies and updated regularly. Visit the US Health and Human Services [website](#) for more information.
- National Sex Offender Database Search
- Department of Health and Human Services search
- Office of Inspector General standard search
- Medi-Cal Suspension search including: felony charges, misdemeanor involving fraud, abuse of the Medi-Cal program or any patient, or otherwise substantially related to the qualifications, functions, or duties of a provider of service, being suspended from the federal

Medicare or Medicaid programs for any reason, a lost or surrendered a license, certificate, or approval to provide health care, and breach of a contractual agreement with the Department that explicitly specifies inclusion on this list as a consequence of the breach

In accordance with the clinical agencies used by Yuba College, a student will be excluded from participating in clinical rotations and therefore unable to enroll in Yuba College Nursing Programs for the following background check results:

Convictions in which there is no contest or found guilty including, but not limited to:

- Any felony within the past 7 years\*
- Any misdemeanor conviction within the past 2 years\*
- Crimes against persons and/or property\*
- Crimes involving drugs\*
- Driving Under the Influence (DUI or Wet and Reckless) drugs or alcohol (in accordance with above time frames for felony or misdemeanor)\*
- Medicare/Medicaid fraud
- Any crime resulting in the requirement to register as a sex offender

\*Note: Felony or misdemeanor convictions involving crimes against persons or property, any drug charges, and driving under the influence must fall outside the above timelines for students to be eligible for admission.

In addition, see [Board of Registered Nursing Licensure Requirements](#) and [Criminal Convictions](#) sections in this Handbook.

## **10 Panel Drug and Alcohol Screen**

Nursing students must have an approved clear drug screening to participate in placement(s) in clinical facilities. Nursing applicants and students are solely responsible for all costs

(about \$50) associated the drug screening through the District's authorized vendor ([Complio](#)). The program will not accept screening from any other company. Applicants will receive directions to complete the drug screening prior to enrollment.

- Screening is done anytime while in the program, during the Spring or Fall semester(s).
- This is not a requirement for admission to the Nursing Program but for our clinical facilities.
- Your information will be stored by Complio and password protected. Complio and the Nursing, Allied Health Director will have access to your results.
- Nursing Program applicants are accepted into the Nursing Program on a "conditional" basis, pending clearance for placement by clinical agencies.
- If a student cannot participate in clinical, they cannot complete the nursing program and, therefore, will be denied enrollment into the program.
- Decisions regarding drug screenings are determined by the clinical agencies in accordance with their rules and/or regulations, as well as state and federal regulations.

A 10-Panel Drug and Alcohol Screen is required for entry into the program when requested by clinical facilities, and if suspected impairment. The Program maintains a "no tolerance" policy regarding substance abuse. Students will receive a date issued by the Nursing office, when it is time to do this test. Do "not" complete this test until notified. Once paid for the drug test order is time sensitive. Any applicant who refuses to test will have their conditional offer of admission rescinded. Offer of admission will be withdrawn for students with positive results.

### *Dilute*

Dilute results will require student to pay for re-testing. A second dilute result will be considered positive, and student

will be disqualified from entering the Nursing Program. An applicant denied admission due to a positive drug test (for illegal substances) or failure to complete the drug test may make a new application to the Nursing Program (to be considered for admission) and begin the admission process again in accordance to established procedure. The applicant will not be granted any special consideration in priority and is eligible to reapply only once.

#### *Medications – 10 Panel Drug and Alcohol Screen*

Clinical Agencies prohibit students who are taking, (or under the influence of) any (DEA) Schedule I, and some Schedule II, III and IV drugs from participating in a clinical setting-even with a valid prescription. If a student is using a legal psychoactive drug at the direction of a licensed advanced practice healthcare provider (Doctor, Nurse Practitioner, Physician Assistant), the student is required to report to the Director of Health & Medical Career Programs & Nursing for review of the information prior to the start of the program, or course in program. Students taking prescription medication that may interfere with drug screening must make an appointment to meet with the Director of Health & Medical Career Programs & Nursing review. Some prescribed medications may not be used while in the clinical settings. Such information will be maintained in a confidential, secured file by the Director of Health & Medical Career Programs & Nursing. This information may preclude the student from participating in clinical but will be discussed with the student individually. Students who are determined by the Clinical Agency as “ineligible” due to the use of legal drugs, will have their progression evaluated on a case-by-case determination by the Director of Health & Medical Career Programs & Nursing.

#### *Marijuana*

The Adult Use of Marijuana Act (passed in 2016) codifies this employer prerogative: employers may “maintain a drug and

alcohol-free workplace.” Health & Safety Code § 11362.45(f).

California Assembly Bill (“AB”) 2188 (in effect on January 1, 2024), amends the Fair Employment and Housing Act (“FEHA”) by making it unlawful for an employer to discriminate against an applicant or employee for (1) the use of marijuana “off the job and away from the workplace” and (2) for an employer-required drug screening test that finds the person to have nonpsychoactive cannabis metabolites in their system.

A few important exemptions to this new law. Specifically, AB 2188 exempts employees in the construction and building industries and those hired for positions that require federal background and clearance checks. Notably, AB 2188 does not exempt employees in other safety-sensitive industries such as transportation, health and services, manufacturing, and agriculture.

The law also explicitly states that nothing in the law permits an employee to possess, be impaired by, or use marijuana on the job. Moreover, all employers maintain the right to maintain a drug-free and alcohol-free workplace as provided under California Health and Safety Code section 11362.45(f).

Our program defers to the clinical facilities on this and all aspects of onboarding. The 10-Panel Drug and Alcohol Screen is required for entry into the program when requested by clinical facilities, and if suspected impairment. The Program maintains a “no tolerance” policy regarding substance abuse.

Any applicant or student who has any concerns about the drug screening is encouraged to contact the Director of Health & Medical Career Programs & Nursing for confidential advising prior to completing their test.

### **Physical Evaluation**

Must be completed within 3 months of the program start date **and annually** while in the program. The form in [Complio](#) is the only form accepted. Information on any physical limitation

must be provided to the Director of Health & Medical Career Programs & Nursing for review prior to gaining entry to clinical facilities. If a student has a change in health status, they must obtain a new physical evaluation and upload into Complio and notify their faculty and the director of nursing.

### **Medication Related to the Physical Evaluation**

Students are expected to provide full disclosure of health and medications on the physical evaluation form prior to enrollment in the Nursing Program to ensure safe care of the patients we serve. Medications including but not limited to antianxiety, opioids, antiepileptic/anticonvulsants, and antidepressants will be reviewed by the Director of Health & Medical Career Programs & Nursing. Additionally, the use or possession of alcohol or narcotics, on campus or at clinical sites under the influence of alcohol or narcotics violates the rules of student conduct for Yuba College students.

### **Personal Health Insurance**

All nursing students must carry personal health insurance from an insurance provider of their choosing. Students looking to get more information on purchasing health insurance may reach out to [CoveredCA.com](https://www.coveredca.com) is sponsored by Covered California and the [Department of Health Care Services](https://www.dhs.gov/health-care-services).

### **CPR Cardiopulmonary Resuscitation**

Our clinical partners only accept **American Heart Association BLS**. A 2-year certification of CPR it is required for the program. As a convenience, the required CPR certification can be obtained from Erin Marino our Simulation Technician here at Yuba College (cost about \$70) if interested contact Ms. Marino at [emarino@yccd.edu](mailto:emarino@yccd.edu). Most onsite classes are in June and January. To make payment for the CPR class here at Yuba go to our [Forms page](#) and choose CPR-Payment.

CPR must be uploaded to [Complio](#). Must be done by August 1 for Fall semester, must be done by January 15 for Spring semester.

## **TB PPD Test**

### **Entering program:**

A two-step Tuberculin Skin Test (purified protein derivative (PPD) is required upon entry to the program. The following are the details of the requirements to enter the program:

- Student will provide two tuberculin skin tests. The read date of the 1st skin test and the implant of the 2nd skin test must be 1-3 weeks apart.
  - Tuberculin Skin Test (purified protein derivative (PPD) must include:
    - Date(s) administered and Date Read
    - Result reading in mm
    - Name/title of person reading results (must be legible) or facility stamp
- The skin tests you upload in [Complio](#) must be no more than 3 months old
- Have a licensed advanced practice healthcare provider (Doctor, Nurse Practitioner, Physician Assistant) complete the TB Questionnaire form found in [Complio](#)
- If both skin tests are negative a one-step skin test must be completed annually to maintain compliance.
- If your skins test(s) are positive (+) you must upload to [Complio](#) a negative chest x-ray report that was complete within the last 3 months. This chest x-ray report will be valid for the time in the program. However, an annual TB Questionnaire will be required to maintain compliance.
- If you are known to be positive (+) from past testing, you will need to complete a tuberculin skin test to confirm status. You must upload to [Complio](#) a negative chest x-ray report that was complete within the last 3 months. This chest x-ray report will be valid for the time in the program. However, an annual TB Questionnaire will be required to maintain compliance.

### **Once in the program:**

- A skin test must be completed annually.
  - Tuberculin Skin Test (purified protein derivative (PPD must include:
    - Date(s) administered and Date Read
    - Result reading in mm
    - Name/title of person reading results (must be legible) or facility stamp
- The TB Questionnaire in Complio must be completed by licensed advanced practice healthcare provider (Doctor, Nurse Practitioner, Physician Assistant) and uploaded annually if you have a +PPD history.

***QuantiferON gold will not be accepted in place of a skin test unless you have a positive PPD history.***

### **Immunization and Titer**

The following immunizations require submission of documented blood serum positive antibody titers high enough for immunity (actual lab values):

- MMR IGG panel (measles, mumps, rubella) Immune status
- Varicella Zoster Virus antibody (IGG)
- Hepatitis B surface antibody

Titers are mandatory to begin our program. Here is more information on [titers lab results](#). If you are negative or non-immune students/applicants must be in process of receiving a booster or repeating the series. Students must upload proof of repeat titers once they complete the series/booster.

The documentation of blood serum positive antibody titers high enough for immunity are accepted up to 10 years from the result date.

For lab results (titers) that result as equivocal or non-immune the student must work with their licensed advanced practice healthcare provider (Doctor, Nurse Practitioner, Physician Assistant). They might recommend a booster or repeating the vaccination series then repeating the titer to

prove immunity. Each booster needs to be uploaded and will make the student compliant for 60 days. The titer will need to be repeated once the recommend steps have been taken and those follow up titer results must be uploaded into Complio. As a last resort if the student is unable to convert their licensed advanced practice healthcare provider (Doctor, Nurse Practitioner, Physician Assistant) may write a letter stating they are unable to convert. This must be uploaded into Complio for review.

For MMR and Varicella there is 60 days of temporary compliance beginning upon completion of each booster dose.

For Hepatitis B there is 60-day temporary compliance after receiving the 3rd Booster dose.

The documentation of blood serum positive antibody titers high enough for immunity are accepted up to 10 years from the result date.

**Tetanus –Diphtheria – Pertussis (Tdap/Tdp)** expires after ten years. There are no titers required for Tdap/Tdp.

Waivers for the immunizations are accepted only if the vaccination is contraindicated for a student's health. The waiver must be provided by a healthcare provider stating the reason the vaccine is contraindicated and/or that they will not convert. The waiver must be written by a licensed advanced practice healthcare provider (Doctor, Nurse Practitioner, Physician Assistant). In place of titers this document would be utilized in your application. Once in program the document must be uploaded.

### **Influenza**

Influenza vaccination usually available in September – November and are required annually. Do not submit old influenza vaccines. Students' influenza expires in October and must be repeated for the current year. Waivers can be granted only if the influenza vaccination is contraindicated for a

student's health. The Student Influenza Vaccine Declination form is found in Complio and must be written by a licensed advanced practice healthcare provider (Doctor, Nurse Practitioner, Physician Assistant). A declination form must be uploaded in Complio if influenza vaccine is refused: the student must wear a mask every day in clinical with declination. Please do not submit old influenza vaccines to meet this requirement if admitted in the Fall it will be due once the current year influenza vaccine is available to the public.

## **COVID**

Use the [YCCD COVID-19](#) website and the Yuba College [Canvas COVID-19 Shell](#) website for college policies and resources for our college. For our clinical sites our office and your nursing faculty will communicate the requirements. For any questions related to possible exposure contact our COVID team at [covidresponsecenter@yccd.edu](mailto:covidresponsecenter@yccd.edu).

- Compliance in the nursing program is tracked in [Complio](#). You upload your documentation of vaccine, exemption and/or testing. There is no exemption for testing.
- To gather your COVID-19 vaccination documents, follow [the instructions](#). You can download to your phone then open the image and share it to your email. From your email you will have a .png file which you can then label COVID Vaccine and upload in [Complio](#).
- *When on campus*, you must complete a self-screen for potential COVID-19 symptoms before entering any classroom and skills laboratory. Do not enter the classroom or lab and notify the faculty immediately for directions if you have any symptoms.
- *When in clinical*, students are allowed to care for COVID-19 patients or potential/rule out (R/O) COVID -19 patients.
- *COVID-19 Vaccination Exemption* – If you are seeking an exemption, contact our Yuba Community College District

COVID Manager Mahsa Javadi, MD at [mjavadi@yccd.edu](mailto:mjavadi@yccd.edu) and include Carrie Mehlert Director of Nursing at [cmehlert@yccd.edu](mailto:cmehlert@yccd.edu) via email. In your email, inform Dr. Javadi if you are seeking a medical or a religious exemption. Our COVID Manager will send a medical or religious exemption form with directions to be completed. An approved COVID-19 vaccination exemption does not guarantee that you will receive an accommodation or a placement in a health care facility. Even if the district grants an exemption request, any medical facilities that provide placements may not accept this exemption or provide an accommodation. This could mean that a health care facility could reject a placement in the middle of a semester or if you rotate to a different facility. In that case, you may not be able to finish a semester or complete a course and/or program. And even if a facility grants an exemption, the clinical facility may change their policy and not allow exemptions. This could mean that a health care facility could reject a placement in the middle of a semester. In that case, you may not be able to finish a semester or complete a course and/or program.

- At this time, we are processing exemptions once a program and it can be used over the course of the time in the program for all clinical sites. This is subject to change based on clinical site requirements or updates.
- *COVID-19 Testing* – The college may have free CLIA-compliant COVID-19 testing or test kits. Check on our [COVID-19](#) site for further details. There is no waiver or exemption for testing.

## **Other Compliance-related Items**

### **Fit Testing Personal Protective**

A fit test is a test protocol conducted to verify that a respirator/mask is both comfortable and provides the wearer

with the expected protection. The Occupational Safety and Health Administration (OSHA), Center for Disease Control and Prevention, State guidelines, and the clinical facilities require fit testing to confirm any respirator forms a tight seal on the face before it is to be used in the workplace.

- Fit Testing is provided by the program or clinical facilities.
- Testing is completed based on the clinical facilities requirement. The forms will be provided during the testing.
- All students are required to complete (provided by program or clinical facility) and pass a fit testing mask procedure.
  - A student who does not pass will need to work with their faculty and the Director of Health and Medical Career Programs and Nursing to ensure they can meet clinical safety requirements.

## **Pregnancy**

A student who is or becomes pregnant:

- Must notify their faculty and the Director of Health & Medical Career Programs & Nursing as soon as possible.
- Submit a Report of examination [Form](#) (Form at [yc.yccd.edu/nursing/](http://yc.yccd.edu/nursing/)) to the Director of Health & Medical Career Programs & Nursing for the student to continue in the Nursing Program. This indicates the student may safely participate in the Nursing Program without restrictions. This form must be signed by their nursing faculty before submitting to the nursing program director.
- The student who elects to continue in the Nursing Program accepts full responsibility for any risks to herself and fetus.
- To reduce potential hazards, pregnant students will not be assigned to specific known risk areas in medical/surgical hospitals and psychiatric agencies. If these restrictions interfere with the student meeting

the clinical objectives of the Nursing Program, it shall be necessary for the student to withdraw from the program temporarily and request readmission after delivery. Students that are not able to procure participation without restrictions may need to consider withdrawing and repeating the course(s).

- Post-delivery when the student returns to the program/course they will only need to submit a health clearance form and/or provide written notice from their licensed advanced practice healthcare provider (Doctor, Nurse Practitioner, Physician Assistant) if there has been a change in their overall health or need accommodations. (see above #3 Physical Evaluation)

### **Student Disclosure**

Students are required to disclose any major changes in health, medications, drug abuse, mental disability, or inappropriate use of alcohol while enrolled in the Nursing Program. The student will have a conference with the Director of Health & Medical Career Programs & Nursing, to develop a plan of action.

If during the program a health issue arises, the student may be required to complete another health clearance to continue in the program use the Nursing, Allied health Physical form (in Complio), and/or provide written notice from their licensed advanced practice healthcare provider (Doctor, Nurse Practitioner, Physician Assistant) that they may participate in the program with no restrictions. Clinical Agency site policies and procedures on physical requirements for Registered Nurses may dictate whether an illness, injury, or medication regime would prohibit them from beginning or continuing in the Nursing Program.

### **Annual Compliance**

The general clinical compliance modules are completed in the first and third semesters of the program.