

<u>Post Secondary Non-Clinical Students Requirements</u>		
Per Agreement and/or Policies		
Required documentation:		Completed
1	Signed Letter of Agreement between School and Novant Health and current Certificate of Insurance or appropriate contract/agreement	<input type="checkbox"/>
2	Faculty/Student/School information sheet request and contact information	<input type="checkbox"/>
3	Signed confidentiality agreement (Non-Employed Worker packet)	<input type="checkbox"/>
4	Signed orientation/compliance roster (Non-Employed Worker packet)	<input type="checkbox"/>
5	Signed Tobacco Free Form (Non-Employed Worker packet)	<input type="checkbox"/>
6	Signed Education Experience Agreement	<input type="checkbox"/>
7	Flu Vaccine (October-March)	
8	Criminal Background check (nationwide SS# trace, OIG, Sex Offender Register)	<input type="checkbox"/>
9	Copy of up-to-date Immunization Record & 2-Step TB/PPD test (within last 12 months)	
Students, Please submit this check list as well as the above documents to your <u>school professor/advisor</u> to submit to the hospital designee. Return ALL forms to Donna Reavis 1 month before start date.		
<u>*NOTE: Please submit all of the required documentation in one packet sent directly from the school.</u>		