

CD&S Student Clinician Clearance Requirements

All documentation must be received prior to beginning clinical practicum courses.

- For graduate students with anticipated graduation dates of Spring 2019 or later, all documents must be uploaded to Calipso.
 - For graduate students graduating before Spring 2019 and all undergraduate students, hard copies of all documents must be provided to the CD&S office.
 - Unless otherwise noted, all forms can be located on the department webpage under [Student Resource/Forms](http://www.sjsu.edu/cds/student-resources/student-forms/index.html) at <http://www.sjsu.edu/cds/student-resources/student-forms/index.html>.
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- Certificate of Clearance from CTC (valid for 5 years)
 - There are 3 steps:
 - 1) [Submit](http://www.ctc.ca.gov/credentials/submit-online.html) your application online at <http://www.ctc.ca.gov/credentials/submit-online.html>
 - 2) Complete LiveScan finger printing using this [form](https://www.ctc.ca.gov/docs/default-source/leaflets/41-ls.pdf?sfvrsn=a1c12202_0): https://www.ctc.ca.gov/docs/default-source/leaflets/41-ls.pdf?sfvrsn=a1c12202_0
 - 3) Once you receive an email informing you that the document has been granted and can be viewed, print the certificate online.
 - Livescan or fingerprinting done previously is not valid unless it was done to obtain a credential or certificate of clearance with the CTC. [More information](#) including video tutorials can be found at <http://www.ctc.ca.gov/credentials/submit-online.html>
 - Physician's Clearance (valid for duration of program)
 - TB Clearance (valid for 2 years for on-site practica; varies for off-site practica)
 - Only Mantoux PPD Test or interferon-gamma release assay (IGRA, e.g., QuantiFERON) are acceptable method of TB screening.
 - Note: some off-site clinics may require one or the other. You will be advised if needed.
 - Use form provided by physician/medical office
 - HIPAA Training Certification (valid for duration of program)
 - Register for an account at CITIprogram.org with SJSU as the organization
 - Once logged in, from your home page, select "add a course" and then select "Information Privacy Security for Students and Instructors." The course will now appear on your Home Page.
 - Complete the online training, print, and save a PDF of your certificate.
 - HEP B Waiver of proof of vaccination/immunity
 - Adult and Child CPR Certification (valid for 2 years)
 - Only Red Cross or American Heart Association certification accepted.
 - Hybrid courses are accepted only if skill demonstration and test is in person. Classes which are 100% online are not accepted.
 - Some hospital placements will require Basic Life Support (BLS). You will be advised if needed.
 - No Change in Status Form (each academic year)
 - Essential Functions/Handbook Form (each academic year)
 - Confidentiality Agreement (each academic year)
 - Consent to Disclose Information to Practicum Sites (each academic year)
 - Media Consent (optional)