



Ivester College of Health Sciences  
School of Occupational Therapy

## Brenau University School of Occupational Therapy Health Information and Professional Requirements of the Program

**Health & Immunizations:** Upload ALL documentation into **E\*Value--Under Personal Records Section**  
See page 4 for FAQs.

<b>Vaccination</b>	<b>Requirements</b>	<b>Frequency of Requirement</b>
<b>MMR</b>	Proof of 2 doses of MMR vaccination received within the previous 10 years <b>OR</b> evidence of immunity by titer.	One-time
<b>Hepatitis B</b>	Hep B vaccinations (full series of 3) <b>AND</b> Titer showing immunity. If the titer is not positive, a booster will be required. Proof of a booster shot <b>DOES NOT</b> indicate immunity. You will need to get a titer after the booster to show immunity. <b>If the titer does not show immunity speak with your physician re: next steps.</b>	One-time
<b>Varicella (chicken pox)</b>	Proof of 2 doses of Varicella vaccination received <b>OR</b> evidence of immunity by titer. <b>Note: history of disease is not sufficient for proof of immunity.</b>	One-time
<b>DTaP, Tdap, TD booster (Diphtheria, Tetanus, Pertussis)</b>	Proof of vaccination for DTap as a child.  Proof of current vaccination for <b>Tdap, current meaning within 10 years prior to the start of the program.</b> If your Tdap expires during the program, you will need to receive a booster dose and or the shot again. Tetanus shot is required every 10 years.	Tdap- Every 10 years
<b>Influenza</b>	The flu vaccination is an <b>OPTIONAL</b> requirement for the School of OT but <i>may be required by a fieldwork facility.</i> Most frequently in the late fall and winter months.	<b>Yearly</b> or as required by FW site
<b>COVID-19</b>	The COVID-19 vaccination <b>is a requirement of the Ivester College of Health Sciences</b> of Brenau University, unless you have a university approved religious or medical exemption.	As required by CDC and University Guidelines
<b>Physical Exam</b>	Students are required to provide proof of a physical exam within 6 months of program start date. The documentation from your provider/physician must have your name and results of the exam on official letterhead of the practice or health system. A check out form with a check mark of a physical being completed <b>does not meet the program requirements.</b>	One-time

<b>Health Insurance</b>	<p>Students <b>are required</b> to maintain active health insurance while in the Brenau OT Program. You are <b><u>required to upload documentation.</u></b></p> <p><b>NOTE:</b> Students have the option to enroll in the Ivester College of Health Sciences insurance plan. Students choosing to do so will be automatically enrolled in the program and the premium will be applied to the student account. A copy of this will need to be uploaded to your E-Value account under personal records showing you have active insurance coverage.</p> <p>Students electing NOT to enroll will be given instructions on how to opt out by providing proof of personal health insurance. Please upload the acknowledgement of health insurance to your E-Value account under personal records.</p>	<b>Yearly</b>
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<b>Tuberculosis (TB)</b>	<p>One of the following is required within the 12 months prior to the start of classes, <b>and must be repeated annually until the program is complete:</b></p> <ul style="list-style-type: none"> <li>• 1 negative PPD, <b>OR</b></li> <li>• 1 negative QuantiFERON-TB Gold blood test</li> </ul> <p><b>IF TB test is positive</b>, then Chest X-ray for TB <b>AND</b> annual TB Signs &amp; Symptoms Form must be done (email djones23@brenau.edu) for form. This TB S&amp;S form must be submitted annually until your program is complete. Chest x-ray report must come directly from the center where you got the chest x-ray. An acceptable document is a dated radiologist dictation from the healthcare facility where you had the chest x-ray done.</p> <p>Those who have received the BCG vaccination will need to do the QuantiFERON-TB Gold test.</p> <p>Note: Chest x-ray must be within the last 5 years prior to the start of classes, and must be updated every 5 years.</p>	<b>Yearly</b>
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**Additional Professional Requirements:** Upload **ALL** documentation into **E\*Value--Under Personal Records Section** . See page 4 for FAQs.

<b>Item</b>	<b>Requirements</b>	<b>Frequency of Requirement</b>
<b>Background Check &amp; Drug Screen</b>	<p><b>Must be completed within 30 days of the start of the program</b> through <b>Advantage Students</b>. Please ensure report is fully shared with Brenau University <b>AND</b> upload a PDF copy to E*Value.</p> <p><b>Note:</b> Some sites may require checks within a shorter time-period. You will be asked to update your background check and/or drug screen at that time.</p>	<p><b>One-time, within the first 30 days of the program.</b></p> <p>Some FW sites may require an additional or repeat background check at a later time <b>at the</b></p>

		<b>expense of the student.</b>
<b>BLS CPR Certification</b>	<p><b>Basic Life Support for Healthcare Providers Certificate from American Heart Association or American Red Cross ONLY- in-person OR blended courses only;</b> must include single-and multiple-responder cardiopulmonary resuscitation (CPR), automatic external defibrillator (AED) use, as well as obstructed airway care, for infants, children and adults. The certification expires after 2 years.</p> <p><b>Note: Certifications must be in-person or blended format. No fully online CPR courses are acceptable.</b></p>	<p>Complete within the first 30 days of the program.</p> <p>Renewal-- Every 2 years</p>
<b>HIPAA / OSHA Training</b>	<p>Students will be provided access to HIPAAExams.com where you will complete the modules listed below. Certificates of completion should be uploaded to E*Value:</p> <ul style="list-style-type: none"> <li>● HIPAA for Healthcare Workers</li> <li>● Bloodborne Pathogens Training</li> <li>● Aseptic Techniques Training</li> </ul> <p>Note: Brenau only requires this to be completed one time at the beginning of the program. Sites may require completion within a shorter time-period. You will be asked to update at that time.</p>	<p>Complete within the first 60 days of the program.</p> <p>One-time requirement, then as required by FW site.</p>
<b>AOTA Membership</b>	<p>Membership in AOTA is mandatory. Documentation MUST include name and expiration date.</p>	<p>Yearly</p>
<b>GOTA (or other state) Membership</b>	<p>Membership in GOTA (or a state of your choosing) is mandatory. Documentation MUST include name and expiration date.</p>	<p>Yearly, or as indicated by state org</p>
<b>CITI Certification</b>	<p>CITI Certification will be completed at the direction of your thesis advisor. You will NOT have anything to upload during the first semester.</p>	<p>Every 3 years</p>
<b>Brenau ID Card</b>	<p>While you are not required to upload proof of a Brenau ID card, it is highly encouraged that you order one during your first semester. Many fieldwork sites will require you to either provide an electronic copy or wear it to your FW site.</p>	<p>One-time</p>

## Brenau University School of OT Documentation Requirements – FAQs

1. Q: What does “within the last 10 years mean?”
  - a. This means within the 10 years immediately prior to the start date of your program. *(Note: If your vaccination expires within your time in the program, you will need to receive a booster).*
2. Q: Do I need a special kind of titer?
  - a. Yes! Brenau and the clinical sites we use require IgG titers. For Hepatitis B, the required titer is HbsAB (Hepatitis B surface Antibody). **NOTE:** *Please see Titer and Vaccinations Explanation document for further info.*
3. Q: I had the 3 Hepatitis B shots, but my titers do not show immunity. What should I do now?
  - a. Get one more HepB vaccination, then have the titer redrawn. If it’s still not positive, see your clinical coordinator for further instructions.
4. Q: I have had a background check or drug screen done by a company other than Advantage. Is that acceptable?
  - a. No. Your drug screen and background check **MUST** be completed through Advantage Students.
5. Q: I did a background check and drug screen through Advantage, but then I decided to defer my enrollment. Is that ok?
  - a. If you defer enrollment, the background check and drug screen has to be repeated.
6. Q: I have had chickenpox. Do I still need a varicella titer?
  - a. Yes. History of the disease isn’t enough to verify immunity.
7. Q: I have just started the Hepatitis B series. Will I be able to do my clinical assignments?
  - a. Yes. It’s likely that your clinical rotations will not start until your second or third semester, and you should have completed your series by then. Please talk to your Clinical Coordinator if you’re unsure, and do not go by recommendations from the web or from your physician or the Health Department, because even though their information may be technically correct, it might not align with the needs for your clinical rotations and clinical site requirements.
8. Q: I have just had a physical done and have the health form from that visit. May I use that instead of the Brenau Student/Faculty Health Form?
  - a. Yes. Use of the Brenau OT Student Health form is optional.