# WSU School of Nursing Common Questions and Answers

## <u>GENERAL</u>

● **I don't have a Castle Branch account and never received instructions on how to create an account, what do I do?**
Please refer the Castle Branch tab under your degree for instructions on how to create an account.

[https://health-education-human-services.wright.edu/nursing-kinesiology-and-health-sciences](https://health-education-human-services.wright.edu/nursing-kinesiology-and-health-sciences)

● **Something on my Castle Branch account was rejected and I am unsure why?**
If you received a notification that you have something rejected on your profile, you must log into your account using a laptop or desktop computer. The app on mobile devices does not provide you the reason why. Once you have reviewed the reason, if you are still unsure what to do, please contact the School of Nursing Castle Branch coordinator.

● **I had a Castle Branch account before, but it is not showing my to-do list?**
Your account has been archived due to inactivity for several months. Please email your Castle Branch contact in the School of Nursing to report the issue. This process takes up to 3 business days.

● **I had a Castle Branch account when attending a previous school, can I still use that account?**
No.  Each account is school specific; thus, you will need to set up a new account using the correct program code for your program (located on the webpage).

● **My clinical faculty wants me to print off proof of my compliance from Castle Branch, how can I print off a copy of my profile in PDF format?**
Here are instructions to access your Castle Branch (CB) report:

• Log into Castle Branch (https://mycb.castlebranch.com/), select "Document Center," then select "My Documents"

• Click on "Clinical Requirements" and a list will come up of PDF files.

• Click on the PDF file that starts with "Results…" then select "Download." The file will download to your computer.

• This file is a 2-3 page document that includes all of your CB results.

• Submit this file to your instructor as instructed. Some may want a printed copy, but others only need an electronic copy.

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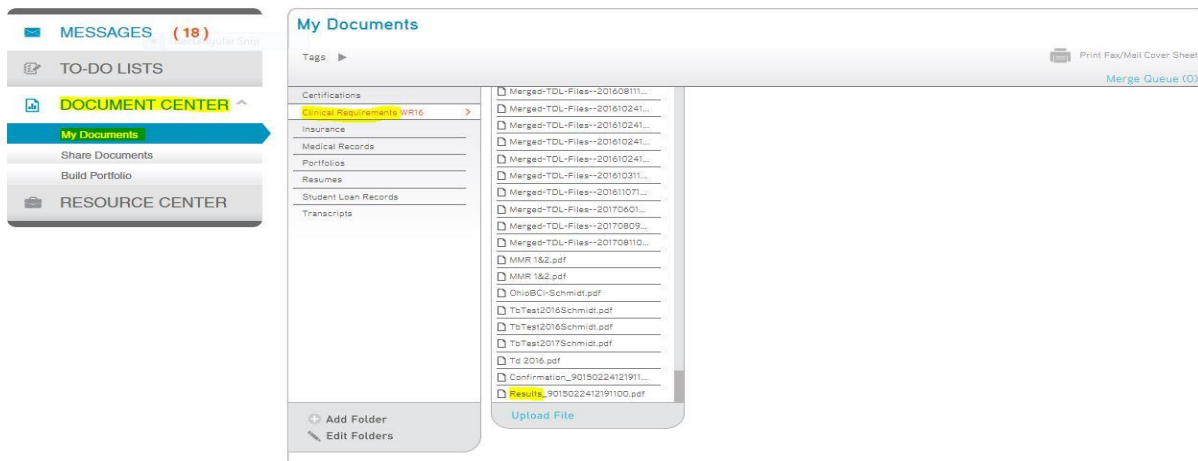


## PROGRAM MEDICAL AND HEALTH COMPLIANCE

- **How recent must my immunizations and other medical records be?**

You must show proof of one (1) TDaP in your lifetime; then for the 10 year renewal, show proof of either a Tdap or TD. The MMR, Varicella, Hep B vaccines do not have a limit, but you must show proof of immunity through a titer. If you are not immune, you must receive repeat vaccines or a booster.

**TB Information:**

- **I recently had a TB test done for work; Can I upload this?**

Yes, as long as it is within the last year and is a 2- step, then you must complete an annual 1 step on the "anniversary" date of your first test. You will need to upload the 2-step to your Castle Branch account and then when your annual test comes due, you need to upload that test.  You can also opt for a TB blood test or chest -ray.

- **When can I complete the TB Symptom Review form (Tuberculosis Self Report)?**

You can complete the Tuberculosis Self Report form at your annual renewal for 2 years after you had a negative blood test (T-spot or QuantiFERON Gold, or chest x-ray).  After 2 years, you must have another TB test.  The form is located under *Helpful Resources* on the webpage.

*Note*:  if you have traveled out of the USA prior to your annual renewal, you must have a TB test.  You cannot use the TB Symptom Form for your annual renewal.

- **What do I do if my TB comes back positive?**

You will need to be under the care of a health care provider for possible treatment.  Please notify the School of Nursing of your treatment plan.

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## Hepatitis B Information

- **I either will not have my Hep B series completed or I have received a negative Hep B titer prior to starting the program.  What do I need to do?**

If you receiving the Hep B vaccines for the first time, just up load them as you receive the series and you can progress in the program.

If you have had a negative Hep B titer and need to repeat the series or receive booster(s), you are able to progress.   It is important that you stay on schedule for the repeated vaccines.  Once you have completed the repeated vaccines, a final titer is recommended, but not required, to indicate if you have gained immunity.  If you choose to decline the final titer, you must upload the Hep B Titer Waiver form located:   https://health-education-human-services.wright.edu/nursing-kinesiology-and-health-sciences/nursing-handbooks-and-requirements

- **Is a Hep B Antibody Titer and a Hep B Surface Antigen the same?**

No.  The antibody titer will indicate if you have immunity (protection) against the disease. (Positive = you have immunity; Negative = you do not have immunity)
The surface antigen indicates if you have, or do not have, the Hepatitis B disease.
The School of Nursing requires the *Hep B Antibody Titer*.

## Health Insurance

- **My insurance card doesn't have my name on it or is only an ID card (military only)?**

If your insurance card has your parents, significant other, maiden name, etc. you will need to get a letter, or some form of documentation, from your insurance company stating that you are on the policy and upload that with a copy of your card.
Military students will need to get a letter from Tricare stating proof of coverage.
If you receive student health insurance through WSU, upload a copy of your receipt.
*Note:*  Insurance is an annual requirement.  If you received a new insurance card in January, please upload into the renewal tab that will appear each August.

## MMR and Chickenpox Information

- **I have only received the Rubella and not the Rubeola (or vice versa) for my MMR, is this okay?**

No, you must complete both immunizations or have documentation of a positive titer for Rubeola & Rubella and Mumps.

- **Can I submit a history of Chickenpox, without receiving the vaccines?**

No.  History of the disease is not accepted.  You must receive the vaccines or a recent positive antibody titer.

## Flu Information

- **I'm entering nursing classes for the Fall, when should I get my flu shot completed by?**

Flu shots are approved each year for the current flu season.  (Fall term by October 1 and Spring term by December 15th)

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**COVID Information**

- **Am I required to receive the COVID Vaccine(s)?**
The School of Nursing must meet the health requirements of the clinical partners where students have clinical experiences.  The COVID vaccine is not in Castle Branch, but you will be asked to submit proof of Covid *documentation* (vaccines or a waiver) for any of the clinical partners where you will be performing clinical hours.  If you request to submit a waiver (medical or religious), you will need to contact the compliance coordinator in the School of Nursing for the appropriate agency waiver form(s).  **Waivers are approved by the clinical agency; not Wright State University or the School of Nursing**.
**Note:**  The student must have an approved form of Covid documentation (vaccine(s) card or an approved facility waiver) to be able to perform clinical hours for course/program progression.  If there is no available clinical facility that will take the student waiver, the student will be provided the opportunity to receive the vaccine(s).  If the student refuses, progression in the nursing program could be a risk.

**General**

- **Where can I go to get vaccines or blood tests/chest x-ray?**
You can contact the student health services M-F at Wright State Physicians:
https://wrightstatephysicians.org/specialties/student-health-services/
Hours may vary during breaks and appointments may be needed. All services require presentation of a student ID. Students may use cash, check, Visa, MasterCard, or Discover, personal insurance or charge their Bursar's account. Additional services and a current price list are available in the Health Services Office.

Most health care clinics (CVS, Kroger, Walgreens, Walmart, etc.) also provide these services.

## CPR

- **I just completed a CPR class, but I do not have the card, what should I do?**
Only the official CPR card is approved.  A letter or certificate is not accepted.  Upload your official card into your Castle Branch account.

**RQI:**  If you work at a health care facility and perform CPR skills on an RQI system, you can upload your most recent skill check into your CPR tab of your Castle Branch account.  If it gets rejected, please contact the School of Nursing Castle Branch coordinator.

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## REQUIRED TRAINING PROGRAMS

**\* How do I access the required training programs (Blood Borne Pathogens and Clinical Passport)?**
Please go to the below link and select your degree pathway.  Instructions on how to access the training programs will show as a sub-tab.  Once you complete each of the two (2) programs and successfully pass the quiz for each training, your Certificate of Completion will generate and you can then save and download into your Castle Branch account.
If you receive an "Error" message, please contact Julie Hunt at julie.hunt@wright.edu
You will need to provide your W#.  She will enter you into the Pilot training course and you will receive an enrollment email from Pilot.
**Note:**  this is an **annual renewal** requirement

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**Please Read:**
The School of Nursing must meet all health requirements by contracted clinical agencies/partners, in order for students to have the opportunity to obtain clinical experiences.  Should additional requirements occur by clinical partners while the student is enrolled in the nursing program, the student will be required to complete these, at their expense.  This would include, but is not limited to, vaccines, lab testing or background checks.

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