Wright State University – School of Nursing

Students must create a compliance account through **Castle Branch** prior to the first clinical nursing course. It is the student's responsibility to maintain all compliance requirements during the nursing program.

Below are the instructions on how to create your personal account. Please pay timely attention to all reminders sent by **Castle Branch**.

Order Instructions for: **Wright State University**

1. Go to https://mycb.castlebranch.com/

2. *In the upper right hand corner, enter the **Package Code** for your major. **Refer to page 2 of this document for the listing of Program Package Codes.***

Note: Please be certain to you use Google Chrome or Mozilla Fire Fox when setting up your initial account. If you have issues creating your initial account, please call Student Services at Castle Branch.

About

About CastleBranch

CastleBranch is one of the top ten background screening and compliance management companies in the nation – have partnered to make your onboarding process as easy as possible. Here, you will begin the process of establishing an account and starting your order. Along the way, you will find more detailed instructions on how to complete the specific information requested by your organization. Once the requirements have been fulfilled, the results will be submitted on your behalf.

Order Summary

Payment Information

Your payment options include Visa, Mastercard, Discover, Debit, electronic check and money orders. Note: Use of electronic check or money order will delay order processing until payment is received.

Accessing Your Account

To access your account, log in using the email address you provided and the password you created during order placement. Your administrator will have their own secure portal to view your compliance status and results.

Contact Us

For additional assistance, please contact the Service Desk at 888-723-4263 or visit https://mycb.castlebranch.com/help for further information.

3.20.2023

CastleBranch

Wright State University – School of Nursing

Graduate Program Package Codes

Admin
WR06im: Medical Document Manager

AG ACNP
 WR03im: Medical Document Manager

FNP
WR09im: Medical Document Manager

Neonatal NP
WR13im: Medical Document Manager

PED
WR10im: Medical Document Manager

PSYCH
WR11im: Medical Document Manager

DNP
WR07im: Medical Document Manager

7.10.23