

## NORTHLAND COMMUNITY & TECHNICAL COLLEGE

### 3310 HEALTH AND HUMAN SERVICES PROGRAMS POLICY ON STUDENT HEALTH SCREENING RECORDS

#### Statement of Policy

Students enrolled in a Health and Human Services Program (HHSP) at Northland Community & Technical College participate in clinical training as an essential element of their studies. Such clinical training includes the performance of direct patient care and participation in clinical experiences at affiliated hospitals and other healthcare institutions (affiliated healthcare providers).

To protect the health of students, patients, employees and others, and to comply with standards established by the affiliated healthcare providers, the College requires all students enrolled in a HHSP to provide dates of current immunization against certain vaccine preventable diseases, and date and results of current tuberculosis (TB) screening and CPR requirements before the student is eligible to participate in clinical training, unless an exception applies. Students must also provide a copy of the Health & Human Services Immunization Record for Clinical/Fieldwork Participation signed by healthcare personnel.

The College shall implement procedures for this policy including, but not limited to, a written data practices advisory for HHSP students, and disclosure guidelines, including informed consent forms to permit appropriate disclosure to third parties.

The College will follow procedures for maintaining these immunizations and screening records (health screening records) as private educational data in accordance with federal and state privacy laws. The student's health screening record will be maintained as outlined in the records retention schedule.

#### *Date of Implementation:*

<i>Date of Adoption:</i>	<i>06/02/04</i>
<i>Date &amp; Subject of Revisions:</i>	<i>05/09/06 AASC Approved</i>
	<i>05/18/06 Executive Council Approval</i>
	<i>02/13/09 Reviewed</i>
	<i>03/05/12 Reviewed</i>
	<i>04/23/13 Reviewed</i>
	<i>04/07/14 Revised</i>
	<i>05/22/14 Cabinet Approval</i>
	<i>03/17/15 Reviewed</i>
	<i>03/23/16 Revised</i>
	<i>04/12/16 Approved by AASC</i>
	<i>03/17/17 Reviewed</i>
	<i>04/04/18 Reviewed</i>