

## Compliance Requirements for Sophomore Transfers entering the program Summer 2025

Forms	Earliest date	Complio/American DataBank document <u>uploading window:</u> Deadline for		Special Instructions before uploading information to Complio/American DataBank
	requirement can be			
	administered:	Begins	Approval	
Handbook Certification	July 15, 2025	July 15, 2025	September 30, 2025	<ul> <li>Please complete the form in its entirety or it will be rejected. This includes all of the following: student signature, printed name, date and UM ID.</li> <li>The form must be uploaded.</li> <li>Please ensure that you have reviewed the upcoming 25/26 academic year handbook to be compliant.</li> <li>this is a yearly requirement</li> </ul>
Technical Standards	April 23, 2025	April 23, 2025	September 30, 2025	<ul> <li>Please read the technical standards information found in the undergraduate student handbook.</li> <li>Please complete the form in its entirety or it will be rejected. This includes all of the following: student signature, printed name, date and UM ID.</li> <li>Both pages of the form must be submitted for acceptance</li> <li>this is a yearly requirement</li> </ul>
State of Residence Change Notification	April 23, 2025	April 23, 2025	September 30, 2025	<ul> <li>Please complete both sections of the form <u>only</u> <u>if you are living in a state other than Michigan</u> <u>during the course of your Undergraduate</u> <u>program</u>. This includes all of the following: First Name, Last Name, New Address, uniqname, umid#. Please also complete the acknowledgement of receipt area including: First Name, Last Name, Signature and Date. <u>If</u> you are not living in a state other than <u>Michigan during the course of your</u> <u>Undergraduate program</u> you only need to complete the acknowledgement of receipt area including: First Name, Last Name, Signature and Date.</li> <li>This form must be uploaded to Complio</li> <li>this is a yearly requirement</li> </ul>
Authorization to Disclose Information Statement	April 23, 2025	April 23, 2025	September 30, 2025	<ul> <li>Please complete the form in its entirety or it will be rejected. This includes all of the following: First and Last Name, phone #, uniqname and UM ID, in addition please complete the authorization to disclose area by completing all of the following: both boxes must be checked, enter first and last name, sign and date.</li> <li>Both pages of the form must be uploaded for acceptance.</li> <li>this is a one-time requirement</li> </ul>

Immunizations	Earliest date requirement can be	Complio/American DataBank document <u>uploading window:</u> Deadline for		Special Instructions before uploading information to Complio/American DataBank
	administered:	Begins	Approval	
TB skin test (also called TB or PPD)         or blood test         Important Notice: In order to ensure an accurate test result, <u>do not schedule a</u> TB test within four weeks of a Covid-19         Immunization	April 23, 2025	April 23, 2025	September 30, 2025	<ul> <li>Documentation must include the date administered, the date read and negative results OR a lab report showing a negative QuantiFERON TB Gold or T-SPOT blood test and test date</li> <li>Blood tests are valid for three years</li> <li>In the event of a positive result, please contact the Compliance Team at <u>umsn-undergradcompliance@med.umich.</u> edu for further assistance.</li> <li>The school of nursing form is optional</li> <li>this is a yearly requirement</li> </ul>
Flu (Influenza) vaccine	August 15, 2025	August 15, 2025	October 15, 2025	<ul> <li>Flu shots will be available on campus at the end of September or beginning of October.</li> <li>You may receive your vaccine anytime during the acceptance period at a location of your choice.</li> <li>Instructions detailing when the flu shots will be available and how to provide proof of compliance will be sent each fall.</li> <li>The school of nursing form is optional.</li> <li>this is a yearly requirement</li> </ul>
Hepatitis B		April 23, 2025	September 30, 2025	<ul> <li>The Hepatitis B vaccine is a series of three doses and proof must include the dates of the first, second, and third doses of the vaccine OR a lab report for a positive Hepatitis B titer.</li> <li>In the event of being considered a "non-converter" please contact the Compliance Team at <u>umsn-undergradcompliance@med.umich.edu</u> for further assistance.</li> <li>this is a one-time requirement</li> </ul>
MMR (Measles, Mumps and Rubella)		April 23, 2025	September 30, 2025	<ul> <li>The MMR vaccine is two doses and proof must include the dates of the first and second doses of the vaccine after 12 months of age OR a lab report for a positive antibody titer for each of the three components (Measles, Mumps, and Rubella).</li> <li>this is a one-time requirement</li> </ul>

Chicken Pox (Varicella Zoster)		April 23, 2025 April 23, 2025	September 30, 2025 September 30, 2025	<ul> <li>The chicken pox vaccine is two doses and proof must include the date of the first and second doses of the vaccine OR a lab report for a positive Varicella titer.</li> <li>this is a one-time requirement</li> <li>Documentation of a Tdap vaccine at age 11</li> </ul>
(Tetanus, Diphtheria & Pertussis)				<ul> <li>or after is required.</li> <li>Students must ensure that this requirement is valid for the entire academic year.</li> <li>Since Tdap vaccines are only valid for ten years, you may need to receive a Td booster prior to your first term of enrollment or at some point during your enrollment.</li> </ul>
CPR, Criminal Background Check and Drug Screening	Earliest date requirement can be administered	Begins A	ng window: Deadline for Approval	Special Instructions before uploading information to Complio/American DataBank
<u>CPR</u> (Cardiopulmonary Resuscitation) Certification	April 23, 2025	April 23, 2025	September 30, 2025	<ul> <li>We only accept the American Heart Association BLS for Healthcare provider's course, an American Red Cross CPR course completed <u>will not be accepted.</u></li> <li>Please upload your proof of completion. It is valid for two years.</li> <li>this requirement is needed every two years</li> </ul>
Criminal Background Check		April 23, 2025	September 30, 2025	<ul> <li>A criminal background check must be completed through Complio/American DataBank. See Complio/American DataBank link below for information on "How to set up your Complio Account".</li> <li>this is a one-time requirement</li> </ul>
Drug Screen				<ul> <li>DO NOT ORDER YOUR DRUG SCREEN UNTIL INSTRUCTED TO DO SO BY YOUR SCHOOL. You must order a drug screen through your Complio account only. No other tests will be accepted. More information regarding drug testing will be announced during the student's school of nursing orientation.</li> <li>this is a yearly requirement</li> </ul>

## For more information on setting up your account and uploading documents with Complio/American DataBank, visit the links below:

Student Guide to Complio

Uploading Documents to Complio video

All compliance requirement information can be found on the School of Nursing Website:

**Compliance Requirements** 

For questions regarding compliance, please email:

umsn-undergradcompliance@med.umich.edu