

**Required Preparation for Fieldwork Experiences**

You will participate in fieldwork experiences during the last three semesters of the graduate program. The sites accepting our students have a variety of requirements to protect both clients and students. Be advised that throughout the program and at the discretion of each individual site additional requirements such as drug testing and fingerprinting may be required.

**Keep copies of all submitted documents.** Please attach all documents to this form. Your first and last name must appear on each individual document. The *complete* packet should be submitted to the Director of Clinical Education in the Department of Communication Disorders.

**You will provide a copy of this packet to each fieldwork site on the day of your arrival.** Also keep a copy of the completed packet in your practicum folder.

- Results of the criminal background check. The College of Health and Human Services at Governors State University requires you to secure your background check through *Certified Background*. The website can be accessed at [www.certifiedbackground.com](http://www.certifiedbackground.com).
- Proof of Liability Insurance \$3,000,000 aggregate/\$1,000,000 per incidence. A copy of the Declarations page is required.
- Emergency Contact/Release of Information Sheet.

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- Immunization Record. This must include verification of measles/mumps/rubella/varicella (chicken pox) immunization or a titre report.
  - Hepatitis B Immunization. This is a series of 3 immunizations over time. If you are just beginning the sequence, include the dates of your scheduled visits. You may decline the Hepatitis B immunization. If you make this decision, a signed waiver is required. Any questions regarding the pros and cons of Hepatitis B immunization should be discussed with your physician.
  - 2-step Mantoux (TB) test or X-ray (current to one year) or written excuse from a physician.
  - Proof of current Health Insurance.
  - Photocopy of GSU ID.
  - Current CPR Certification (must be a skill course, Internet CPR is not accepted).
  - Certificate of completion of Bloodborne Pathogens Training (OSHA). The training is offered through the GSU library.
  - A Certificate of Completion of Illinois mandated online training: Recognizing and Reporting Child Abuse (available through <https://mr.dcfstraining.org/UserAuth/Login!loginPage.action;jsessionid=1F451B381A2C64F3F338E13BF3EAF3C05>).
  - Proof of ADA accommodations if appropriate.
  - Copy of score report from the Illinois Certification Testing System (ICTS): Speech-Language Pathologist: Nonteaching (154) content area test.

If you have any questions, please contact the Director of Clinical Education.

Attach this form to your completed packet of documentation and submit to the Director of Clinical Education.

NAME: \_\_\_\_\_

DATE: \_\_\_\_\_