

Required Preparation for Fieldwork Experiences

You will participate in fieldwork experiences during the last three semesters of the graduate program. 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. Attach this form to your *complete* packet and submit to the Director of Clinical Education in the Department of Communication Disorders.

Submit the first three items one month following the start of your first academic semester.

- 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 *CastleBranch*. The website can be accessed at <https://mycb.castlebranch.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.

Submit the following items 5 months prior to the start of your practicum sequence:

Read your records carefully.

- Immunization Record. This must include verification of
 - a) measles/mumps/rubella
 - b) varicella (chicken pox) immunization OR date of having disease signed by physician
 - c) Hepatitis B immunizationOR
 - d) a titre report indicating immunity to any or all the above
- 2-step Mantoux Tuberculin Skin Test (TST), QuantiFERON (QFT) or X-ray or written excuse from a physician (test choice needs to be current to one year).
Note: A 2 step is defined as two TST's done within 3 months of each other. The optimal time for testing would be to complete the 2 TST's within 1-4 weeks of each other.
- Proof of current comprehensive Health Insurance.
- Photocopy of GSU ID.
- Current CPR Certification (must be a skill course for HealthCare Providers, Internet CPR is not accepted).
- Certificate of completion of Bloodborne Pathogens Training (OSHA). The training is offered through the GSU library. <http://libguides.govst.edu/universalprecautions>
- Certificate of completion of The Health Insurance Portability and Accountability Act (HIPAA) via course CDIS 8200: Foundations of Clinical Practice.
- Certificate of Completion of Illinois mandated online training: Recognizing and Reporting Child Abuse (available through: <https://mr.dcfstraining.org>)
- Proof of ADA accommodations if appropriate.
- Copy of a passing score report from the Illinois Licensure Testing System (ILTS): (<http://www.il.nesinc.com/>) Speech-Language Pathologist: Nonteaching (232) content area test (required for Professional Educator License) to be submitted no later than the semester in which you plan to graduate.

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

NAME: _____

DATE: _____