

# NURSING CLINICAL CLEARANCE DEADLINES TO SUBMIT CLINICAL PAPERWORK:



VN Evening Program March 2025 Ranking Deadline: **Feb 7th, 2025**  
VN Summer Spin-Off 2025 Deadline: **May 16th, 2025**



June 2025 Ranking Deadline: **May 2nd, 2025**



Fall 2025 Deadline: **July 11th, 2025** Ranked students, 2nd, 3rd, 4th, Transition semesters (clinical paperwork due for Fall semester)



October 2025 Ranking Deadline: **September 5th, 2025**



Spring 2026 Deadline: **November 14th, 2025** Ranked students, 2nd, 3rd, 4th, Transition semesters (clinical paperwork due for Spring semester)

- Go to Page 2 for Ranking clinical clearance requirements
- Go to Pages 2 and 3 for current nursing students' clinical requirements
- Go to Page 4 for the clinical clearance procedure to turn-in paperwork
- Go to Page 5 if you have additional questions after reviewing pages 1-4

## EL PASO COMMUNITY COLLEGE NURSING PROGRAMS PRE-CLINICAL CLEARANCE INFORMATION

Students are responsible for keeping the following records up-to-date to Register and go to Clinical or Ranking/consideration. Everything must be current through the complete academic semester or summer you want to register. **Nothing can expire within the semester.**  
(Note: Documents must be turned-in **no later than four weeks** before the ranking date)

### PRE-PROGRAM SPECIFIC REQUIREMENTS:

1. **CURRENT CPR CERTIFICATION CARD** for Healthcare Provider from American Heart Association. You must email a copy of the electronic card or a copy of the card. (Certificates or letters are not accepted)  
<https://www.epcc.edu/Academics/ContinuingEducation/HealthAndFitness/first-aid-and-cpr>
2. **FIRST AID CERTIFICATION CARD** – from National Safety Council Course or American Academy of Orthopedic Surgeons (8 hr. course). This course cannot be combined with CPR. You must email a copy of the electronic card or a copy of the card. (Certificates or letters are not accepted)  
<https://www.epcc.edu/Academics/ContinuingEducation/HealthAndFitness/first-aid-and-cpr>  
Note: May submit LVN License instead of the First Aid Card
3. **NURSING SPECIALIZED ADMISSIONS ORIENTATION** for Ranking: (contact the Nursing Counselors if you have questions)  
<https://www.epcc.edu/Academics/Health/Nursing/nursing-specialized-admissions-orientation>
4. **IMMUNIZATIONS**
  - **TITERS:** need to completely fulfill immunization and blood titer guidelines before Ranking (*Titers required are to check Immunity*).  
[Immunization and Blood Titer Requirements for Health Students.pdf \(epcc.edu\)](#)
    1. **Varicella** Titer
    2. **Measles** Titer
    3. **Mumps** Titer
    4. **Rubella** titer
    5. **Hepatitis B** Titer
  - **TETANUS, DIPHTHERIA, AND PERTUSSIS (Tdap)** or as directed by DSHS (Expires after ten years).
    - **COVID-19 VACCINES** \*requirement starting January 2022\*
    - **INFLUENZA-** Do not need for June ranking but need for October ranking. Need for spring registration. (Season starts from late August thru June) Influenza is not required for fall registration but must be completed in late August or September. Renew every year.
5. **PHYSICAL EXAM** to be completed by a Physician, Nurse Practitioner, or Physician's Assistant licensed in the USA. (*Must be on the EPCC Report of Health Evaluation Form and has to be within 1 year of the Ranking date.*)  
[Microsoft Word - 7.01.03.10ImmunizationTuberculosisExamRequire WEB 6-15-12 \(epcc.edu\)](#)
6. **PHYSICAL TECHNICAL STANDARD** read the form and fill out the top portion of the last page. (Has to be **within 6 months** of the Ranking Date.)  
<https://www.epcc.edu/Administration/InstitutionalEffectiveness/PoliciesandProcedures/FB-8.pdf>
7. **NURSING DISCLOSURE FORM** (Has to be **within 3 months** of the Ranking Date.) [Nursing\\_Disclosure Form.pdf \(epcc.edu\)](#) (must obtain clearance from Dean of Nursing. Email the Nursing Disclosure form to Nursing Clearance if any of the background answers are marked "Yes")

**REMINDER:** Students must also comply with the following general requirements before Ranking. (**Do not** submit to [nursingclearance@epcc.edu](mailto:nursingclearance@epcc.edu))

1. **Online Health Careers Orientation**-<https://www.epcc.edu/Admissions/Orientation/health-careers-orientation> (e-mail [Specialized.adm@epcc.edu](mailto:Specialized.adm@epcc.edu) if you have any questions)

## EL PASO COMMUNITY COLLEGE NURSING POST-SPECIALIZED ADMISSION REQUIREMENTS

Students are responsible for updating pre-clinical and post-specialized admission requirements *after accepting a seat in the program*. Everything must be current through the complete academic semester or summer you want to register. **Nothing can expire within the semester.**

1. **PROGRAM ORIENTATION** one day in person. The date and time of New Student Orientation will be provided to the student with acceptance letters.(contact the Nursing Counselors if you have questions)
2. **HEALTH INSURANCE CARD:** must provide Health Insurance proof. Turn in your Health Insurance Card and insurance documents that show the Health Insurance covers you if your name does not appear on the Health Insurance Card. \*New requirement starting Fall 2019\*
3. **HIPAA TRAINING** must complete and print certificate <https://www.epcc.edu/Academics/Health/hipaa>
4. **COMMUNITY WIDE ORIENTATION (CWO)** must complete and print the certificate <https://www.epcc.edu/Admissions/Orientation/community-wide-orientation>
5. **2-STEP TB:** Two PPDs to be completed after Ranking. After the initial TB skin test, 2nd one must be completed within 7-21 days. If before 7 days or after 21 days, must start series again. Timing is critical. After the initial 2 Step TB, only one TB annually before the 2nd TB expires; 2-step TB if is done after the 2nd TB expires or as requested by clinical facilities. (may get QuantiFERON blood test or T-SPOT blood test instead of 2-step TB)
6. **TWO BACKGROUND CHECKS** must be completed by each student.
  - o The **1st background check** is only for new students or, if they skip a semester- may acquire through the American Data Bank at [www.elpasoex.com](http://www.elpasoex.com)
  - o The **school initiates the 2nd background check**. Upon qualification into the program, your name is submitted to the Texas Board of Nursing (BON). IdentoGO will e-mail fingerprinting appointment instructions to the students' personal e-mails within a month after classes start. The Fingerprints are used in background checks by the FBI for the BON before entry into or continuing in the Nursing Program. Must schedule an appointment as soon as the students receive IdentoGo's e-mail. The fingerprinting procedure must be completed during the 1<sup>st</sup> semester enrolled in the program. The students will not be allowed to continue in the Nursing Program without the FBI BON clearance. (Contact [nursingclearance@epcc.edu](mailto:nursingclearance@epcc.edu) if you don't receive an e-mail within a month after classes start.)
7. **SUBSTANCE ABUSE SCREENING** is only for new semester students, or if they skip a semester, they may acquire it through American Data Bank at [www.elpasoex.com](http://www.elpasoex.com). Students who cannot participate in clinical rotations due to adverse activities revealed through substance abuse testing cannot complete course or program requirements. Students who fail to obtain clearance may be prohibited from admission or enrollment in specified programs/courses for one year.
8. **N-95 QUALITATIVE RESPIRATOR FIT TEST RECORD FORM:** Please call the Rio Grande Border Health Clinic at 915-831-4016 to set up an appointment.(Good for one year but cannot expire within the semester.) \*New requirement starting July 2022\*
  - If you have N-95 Qualitative Respirator Fit Test already and it doesn't expire within the time indicated above, you still need to contact the Rio Grande Border Health Clinic for further instructions to complete the N-95 Respiratory Clinical Clearance Questionnaire Form.
  - Address any N-95 requirement questions with the Rio Grande Border Health Clinic
9. **N-95 RESPIRATORY CLEARANCE QUESTIONNAIRE FORM:** Please call the Rio Grande Border Health Clinic at 915-831-4016 for instructions (Good for one year, but it cannot expire within the semester.) \*New requirement starting July 2022\*
  - Address any N-95 requirement questions with the Rio Grande Border Health Clinic

**NOTE:** All the Nursing Books, uniforms, Specialized Equipment, Lab Supplies, Liability Insurance, and Health Insurance required for the Nursing Program are the student's financial responsibility.

## Nursing Program clinical clearance procedure to upload paperwork:

- **Create an account with American Databank(Complio):** Ranking students must now create an account on American DataBank (Complio) and upload their required paperwork through their system.
- Students will need to purchase the **tracking package for immunizations** (this package is \$18 for 12 months). The link for Complio registration is below <http://www.elpasoex.com/>
- Once you create an account you can start uploading documents, make sure you select the correct User Group when registering for an account, i.e Ranking RN for Nursing for June 2024 if for example you are trying to rank in June 2024.
- Always include your full name, EPCC ID, and status in the e-mail body when you **ask questions via e-mail** so we can answer your questions. We must follow FERPA and HIPAA procedures and regulations and cannot provide you with any information in your file without an EPCC ID number and your full name.
- Ranking students, specify in the e-mail **Subject Line** when you want to Rank. (examples: Rank in June 2023 to start in August 2023 or Rank in October 2024 to start in Spring 2025)
- Transition students must submit their LVN License through Complio (You don't need a First Aid Card).
- Transition students, on the e-mail **Subject Line**, specify when you want to Rank for the LVN to RN Transition program (examples: June 2023 Transition ranking to start in August 2023 or October 2023 Transition ranking to start in Spring 2025, etc..). Ranking for the LVN to RN Transition Program have a few different requirements.
- Current nursing students, on the email **Subject line** for what semester you want to clear. (example: Fall 2023 1<sup>st</sup> semester, Spring 2024 2<sup>nd</sup> semester, etc..)
- Click the following link to get the **Nursing Clinical Clearance Requirement List**  
[https://www.epcc.edu/Academics/Health/Nursing/Documents/Nursing\\_Program\\_Information\\_Guide\\_AAS\\_Degree.pdf](https://www.epcc.edu/Academics/Health/Nursing/Documents/Nursing_Program_Information_Guide_AAS_Degree.pdf)
- Click this link to get the **Immunization and Blood Titer guide:** [Immunization\\_and\\_Blood\\_Titer\\_Requirements\\_for\\_Health\\_Students.pdf \(epcc.edu\)](https://www.epcc.edu/Academics/Health/Nursing/Documents/Immunization_and_Blood_Titer_Requirements_for_Health_Students.pdf)
- Click the following link to get the **Nursing forms and information:** <https://www.epcc.edu/Academics/Health/Nursing/documents>
- E-Mail Nursing Clinical Clearance, [nursingclearance@epcc.edu](mailto:nursingclearance@epcc.edu), Titer procedure questions **if you get negative titers**

Do you have nursing clinical clearance questions after reviewing pages 1-4 and links?

OR

Do you need to set up an appointment with clinical compliance personnel?

Call (915) 831-4010/4229