

## **Important updates for hospitals, clinics, and other entities that provide clinical training opportunities for students**

If your facility provides clinical training opportunities for students in the health professions (e.g., those training to become nurses, medical assistants, physicians, etc.), please review the following for information on the new standardized administrative requirements established under [Oregon Administrative Rules 409-030-0100](#).

Beginning July 1, 2014, health profession students will need to meet a standardized, universal set of administrative requirements prior to doing clinical training in Oregon. For most students, satisfying the requirements once will be sufficient for all subsequent clinical training experiences. The requirements include immunizations, screenings, trainings, and proof of coverage under insurance policies (see the attached Quick Reference Guide) and will replace any similar requirements that each facility had previously established. The consensus requirements were developed with input from a wide range of training programs, clinical sites, and regulatory agencies.

The hope is that with these standardized requirements, your facility will be able to reduce the administrative burden that comes with training students in a clinical setting. Students and health profession programs will be clear about the basic expectations prior to any training experiences, you can expect consistent preparation of the requirements across all programs, and less time will be needed to review requirements and negotiate with or educate the health profession programs on your specific requirements.

### ***Record keeping***

Each health profession program (e.g., college or training program) will be responsible for verifying and maintaining the evidence and documentation of the administrative requirements for each student, with documents available to you at your request. Out-of-state students are also subject to these rules, and efforts are being made to notify programs nationwide of the requirements for Oregon students.

Completion of the administrative requirements only ensures administrative clearance for students. Your facility will still make all final clearance and placement decisions.

### ***Setting additional requirements***

If you are responsible for reviewing students' administrative requirements, please note that you cannot set additional requirements within the categories covered under the new standard requirements. For example, you cannot require proof of an immunization that is not listed in the requirements or require that students utilize a 12-panel drug screen instead of a 10-panel drug screen. However, any in-house preparations for students or unique onboarding procedures, trainings or orientation sessions at your facility can continue.

In rare and extenuating circumstances (e.g., a public health emergency situation, such as an outbreak that requires a new or different vaccination) your facility may temporarily institute a site-specific variation or change to a standard requirement, provided that you notify all affected parties and the Oregon Health Authority in advance of any changes. Once instituted, a change or variation will remain in place until next annual review of the rules, at which point a decision will be made to spread the change or variation to all students at all facilities, or to strike down the change.

### ***Exemptions for clinical sites***

A number of facilities have requirements that are set at the federal level (e.g., Department of Veterans' Affairs facilities) or are otherwise separately developed (e.g., state prisons and correctional facilities).

Students wishing to do a clinical rotation at those sites will need to meet the administrative requirements set forth by those facilities. Please see the attached Quick Reference Guide.

Additionally, if your facility has fewer or less stringent requirements for newly hired, non-student employees, you may be able to request an exemption from specific categories of these rules. For example, if you do not require a new hire at your facility to complete a background check, you may request an exemption from the rules so that students do not have to complete a background check either. However, students would still need to follow these requirements for the other categories (immunizations, trainings, and evidence of insurance policies). If you think you may qualify, please follow the steps in OAR 409-030-0150 to submit a written request.

### ***Affected students***

These new requirements apply to students training in the selected professions who are participating in clinical training experiences at an off-site facility that is listed in these rules (see attached Quick Reference Guide for details on both). Out-of-state students are also subject to these rules, and efforts are being made to notify programs nationwide of the requirements for students doing clinicals in Oregon.

### ***Requirements for instructors***

It is up to you to determine if you will require instructors from the health profession program who physically accompany students during clinical training at your facility to abide by these rules as well. However, you cannot require instructors to meet requirements that are above and beyond those listed in the rules (e.g., additional immunizations or a more extensive background check).

### ***Background***

As dictated in [SB 879 \(2011\)](#), the standardized set of administrative requirements was determined through a comprehensive and extensive process that involved experts, a wide variety of stakeholders, and public input. The intention of SB 879 was: to mitigate inconsistencies that currently exist across clinical facilities; to promote efficient solutions to reduce costs for students, health profession programs and clinical facilities; and to ensure patient, clinical staff and student safety.

For more background information, including a list of FAQs, please visit: <http://www.oregon.gov/oha/OHPR/Pages/sct.aspx>.

If you have additional questions, please email: [Clinical.TrainingReq@state.or.us](mailto:Clinical.TrainingReq@state.or.us)

## Oregon Administrative Requirements for Health Profession Students Quick Reference Guide

### Facilities:

Clinical facilities that must accept the standardized administrative requirements include:

- Ambulatory care settings (e.g., clinics, private practices, FQHCs, and primary care homes)
- Ambulatory surgical centers
- Hospice settings
- Hospital and emergency departments
- Long term care facilities
- Residential care facilities
- Skilled nursing facilities

Clinical facilities that are exempt from these rules include:

- chiropractic, acupuncture, and massage therapy clinics
- federal facilities, including Department of Veterans' Affairs, Indian Health Service facilities, and federal prisons
- health management or administrative departments;
- public elementary and secondary schools (grades K-12);
- radiosurgery clinical placements
- state prisons and correctional facilities

### Students:

Students in the following health professions must complete the requirements prior to undergoing any clinical training.

- Audiologists
- Clinical laboratory science specialists, including medical technologists, clinical lab scientists, medical lab technologists, and clinical lab assistants
- Dental hygienists
- Dentists and dental assistants
- Denturists
- Dieticians
- Emergency medical services providers
- Hemodialysis technicians
- Marriage and family therapists
- Medical assistants
- Medical imaging practitioners and limited x-ray machine operators
- Nurses, including registered nurses, practical nurses, advanced practice nurses, nurse practitioners, nursing assistants, medication aides and any other licensed assistive nursing personnel
- Occupational therapists and occupational therapy assistants
- Optometrists
- Pharmacists and pharmacy technicians
- Physical therapists, physical therapist aides, and physical therapist assistants
- Physician assistants
- Physicians (Medical/Osteopathic and Naturopathic)
- Podiatrists
- Polysomnographic technologists
- Professional counselors
- Psychologists
- Regulated social workers
- Respiratory care practitioners
- Speech-language pathologists and speech-language pathologist assistants
- Surgical technologists

**List of Administrative Requirements:**

For additional information, documentation requirements, and exceptions please see [Oregon Administrative Rules 409-030-0100 to 409-030-0250](#).

**Immunizations:**

Evidence requires documented receipt of vaccine or documented immunity via titer or valid history of disease, or a record from the Oregon ALERT Immunization Information System. Per CDC guidelines.

- ✓ *Required* Hepatitis B (Hep B)
- ✓ *Required* Measles, mumps and rubella (MMR)
- ✓ *Required* Tetanus, diphtheria, pertussis (Tdap)
- ✓ *Required* Varicella
- ✓ *Recommended* Polio
- ✓ *Recommended* Influenza (seasonal flu)

**Screenings:**

- ✓ Tuberculosis (TB)
  - Facility choice of skin test or IGRA Blood test in accordance with CDC guidelines
- ✓ Substance Abuse
  - 10-panel drug screen, which must include screens for the following eight substances: Amphetamines, including methamphetamines; Barbiturates; Benzodiazepines; Cocaine; Marijuana; Methadone; Opiates; Phencyclidine.
- ✓ Criminal Background Check:
  - Must include Social Security Number trace, state/national criminal background history, sex offender registry check, and OIG LEIE check.

**Trainings:**

- ✓ CPR/Basic Life Support (BLS) for healthcare providers. It is recommended that trainings comply with the American Heart Association standard
- ✓ Bloodborne Pathogen training (OSHA)
- ✓ OSHA-recommended safety guidelines, including the following. Schools must verify student familiarity or exposure to topics:
  - Fire and electrical safety;
  - Personal protective equipment;
  - Hazard communications; and
  - Infection prevention practices.
- ✓ *Site-specific* privacy and confidentiality practices. Will occur at EACH facility.
- ✓ *Site-specific* orientation and on-boarding. For example, facility-specific protocols for safety, security, standards of behavior, etc. Will occur at EACH facility.

**Insurance and Liability Coverage:**

Students or health profession programs must demonstrate that students have:

- ✓ Professional liability insurance coverage and general liability insurance coverage, or
- ✓ A combined policy that includes professional and general liability coverage

The coverage must remain in place for the entire duration of each placement. The health profession program may offer coverage for students through a self-insurance program or the student may obtain coverage individually. It is also recommended but not required that the student obtain some form of health insurance coverage.