

**CANDIDATE CHECKLIST: Phase 3 – UDS and Criminal background check
Phase 4 – Clinical requirements**

PHASE 3: First create your personal profile with ACEMAPP as directed in the Phase 3 acceptance letter. Then candidate must PASS the following prior to consideration of moving forward to Phase 4. These will need to be upload into ACEMAPP by July 3rd, 2021 at 11:59pm:

- Criminal History & Background Check
- Urine Drug Screen

PHASE 4: Upon receipt of your official invitation to Phase 4 the candidate must complete the following Clinical Requirements as required by Oregon Health Authority. Please upload your documents into your individual ACEMAPP account no later than August 18th, 2021.

- Health History & Physical Examination form: H&P Form may be downloaded from website <https://www.clackamas.edu/academics/departments-programs/medical-assistant-cc>
- Hepatitis B vaccination series **completed** _____ date of completed series
 - _____ date of HBsAb / **Hepatitis B surface Antibody** Titer demonstrating immunity
 - _____ date of booster only if deemed medically necessary by your HCP
 - _____ Date of repeat HBV titer Results: Positive/Immune Negative
- Hepatitis B series **in process:** Follow this schedule if you have not been vaccinated for Hepatitis B
 - 1st injection completed before October 2021 Date: _____
 - 2nd injection completed before November 2021 Date: _____
 - 3rd injection completed before May 2021 Date: _____
 - **Hepatitis B surface Antibody**, Titer due one month after last injection / **must be completed prior to May 2021** to be placed in clinical externship site Date: _____
- Measles-Mumps-Rubella:
 - Titer to discern immunity Date: _____
 - 2 doses if not fully vaccinated Date: _____ Date: _____
- Varicella (chickenpox): Submit one of the following
 - Titer to discern immunity Date: _____
 - 2 doses if not fully vaccinated Date: _____ Date: _____
- Tetanus-Diphtheria-Pertussis: Tdap
 - Tdap booster within last 10 years. Must be current throughout program Date: _____
- Polio: IVP or OPV
 - 3 doses Series completion Date: _____
 - Booster at the recommendation of HCP Date: _____
- Quantiferon Gold – TB SCREEN showing *negative* results Date: _____
 - If results are positive: clear radiological report as provided by licensed healthcare provider
 - *Not accepting TB Skin Test*

Phase 4 required documents: To be admitted to the Medical Assistant Program, all documents must be submitted to ACEMAPP, **NO LATER THAN 18 August 2021 before 3pm**

For questions, please contact cindiw@clackamas.edu – 503.594.0691

- Flu vaccine (Seasonal) - strongly recommended. Date: _____
 - Note: Majority of clinical sites requiring Flu vaccine for student externs
- COVID 19 vaccine - strongly recommended. Date: _____
 - Note: Clinical sites might require COVID vaccine for student externs
- Basic Life Support CPR** – American Heart Association Expiration date: _____
- HeartSaver First Aid** - American Heart Association Expiration date: _____

- ✓ If you have any concerns about the above requirements, please reach out to Cindi Woodard at cindiw@clackamas.edu or the program Director Sarah Parker CMA(AAMA) at sarah.parker@clackamas.edu.
- ✓ All expenses incurred during Phases 3 & 4 are at the MA program candidates' expense. *Candidates will not receive refunds from Clackamas Community College or ACEMAPP for failure successfully pass or complete any Phase of the application process*
- ✓ Timely completion of all Phase 4 requirements is essential to advance to the final admissions review phase of the MA application process. Should the candidate not meet the above deadline, he/she may be placed on the alternate list.
 - ✓ ***CCC reserves the right to form a wait list of qualified applicants.***
 - ✓ ***Clackamas Community College reserves the right to modify the criteria and the process for selection.***

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