

ORIENTATION DOCUMENTS CHECKLIST & FAQ's

Required Documents emailed to: therapyobservation@texaschildrens.org best in PDF formatting

Applications that are incomplete at the time of submission may not be approved

- ___ Observer application (15 total pages) *
- ___ Corporate Compliance Program
- ___ Confidentiality and Nondisclosure
- ___ HIPPA – Patient Privacy Training Exam
- ___ Scheduling Questions

Additional Required Documentation

___ **TB Test Results ***

- ___ Proof of **two** (2) varicella (chickenpox vaccines) or positive titer (blood test)
- ___ Proof of **two** (2) MMR vaccines (measles, rubella, & mumps) or positive titer (blood test)
- ___ Proof of **Tdap vaccine** (tetanus with pertussis or Adacel vaccine)
- ___ TB Risk Factors Questionnaire (only if TB results are positive)
- ___ TB Chest X-ray (only if TB results are positive)
- ___ Flu Shot Record (only if your projected observation dates are within season) *

Observer Application *

Entirely fill out the Health History questionnaire page. Require dates for MMR vaccinations and or a copy of your immunization record. Applications that are incomplete at the time of submission may not be approved.

TB Skin Test Requirement *

Copy of your TB skin test (only accepting current tests done within the calendar year of your projected observation date) with the date of when it was placed, the date of when it was read and if the outcome is negative or positive.

You can get your TB Skin test placed and read at any of your local pharmacy (CVS, Walgreens, etc.), or your doctor's office as TCH does not provide testing to observers.

If your TB skin test is positive, please provide an additional document of a recent Chest X-Ray to clear you of TB. You will also need to fill out the TB Questionnaire page – which can be found on the website.

Texas Children's requires the (1) of following for a known positive TB reactor:

1. Copy of positive TB skin test/ positive blood test, chest x-ray (most current), completed TB questionnaire (found on website).
2. The observer can get the TB skin test to prove the positive TB skin, a copy of your chest x-ray (most current), and the completed TB questionnaire
3. Can submit "negative" Quantiferon TB Blood Test, but must be within 12 months.

Flu Shot Requirement *

This will be required depending on the season. Typically renews yearly in the fall (around October) through April of the following year.

Submit documentation of your seasonal flu shot (completed fall – present). If you choose not complete this vaccination, you must wear a mask during your observation experience.

Clearance Process

Please allow up to 3 weeks for observer's papers to be processed and cleared by the Observation coordinator and Employee Health Nurse (we are unable to process stat observation requests). The Employee Health Nurse is also responsible for clearing all student requests and new employee applications and not always able to process observer's stat.