

Immunization and Certification Requirements

The University of Colorado mandates all students in health care professions whose training includes clinical settings and patient contact complete standard immunization requirements in addition to the submission of certain certifications and documentation. Students enrolled in the North American-Trained PharmD (NTPD) Program and International-Trained PharmD (ITPD) are required to fulfill required immunizations and certifications at the start of their program and then maintain immunizations and certifications throughout their enrollment. Failure to adhere to the deadlines listed below may result in a hold placed on the student's account, preventing the student from registering in future courses, planning and/or beginning rotations.

Immunization and Certification Deadlines:

Newly admitted NTPD and ITPD Students have six weeks from the start date of the semester they begin the program in to submit all immunizations and certification to their E*Value account.

Students that are preparing to start rotations are required to have immunizations and certifications current a semester before the start date of their rotations and maintain immunization and certifications during the duration of their rotation in their E*Value accounts. Refer to the deadlines below that correspond with your rotation start date.

- ❖ **October 1st- Spring Semester Rotation (Jan-late May)**
- ❖ **March 1st- Summer Semester Rotation (late May-late August)**
- ❖ **July 1st-Fall Semester Rotation (later August-December)**

Newly Admitted and Reinstated Student Requirements

Students can download the individual forms identified in the requirements below by visiting [Forms and Handouts](#) section on the Student Resource page for online programs. Students will need to collect and upload the following requirements (excluding the criminal background check), into [E*Value](#) .

Criminal Background Check

The criminal background check stays current for two years. The background check is required upon admission but will need to be updated prior to rotations. All students will need to download and complete the Background Disclosure and Authorization Form and the Address Verification Form. Students are also responsible for submitting payment for the background check fee. This fee will be communicated to you once your paperwork is received. The fee varies based on student location inside or outside the US. You may view the current fee ranges on listed on the [tuition and fees website page](#). Once the background check is complete the results will be uploaded to your E-Value account on your behalf by the DDP Office.

Students Living in Canada

In addition to the Background Disclosure and Authorization Form and the Address Verification Form, please also download and complete the Canada-Canadian Police Information Centre (CPIC) Compliant General Consent form.

Students Living Internationally (Excluding Canada)

In addition to the Background Disclosure and Authorization Form and the Address Verification Form, students living in countries outside the US and Canada will need to download and complete the International Declaration and Authorization for Background Verification form.

☐ Immunization Certification-SSPPS Form

Students will download the Skaggs School of Pharmacy and Pharmaceutical Sciences (SSPPS) Immunization form and have it completed by a certifying official. Refer to instructions listed on the back of the SSPPS form to be aware of what can and cannot be submitted for each immunization type. Immunization proof for the following are required: *Measles, Mumps, Rubella, Hepatitis B, Polio, Tuberculin, Varicella and Influenza.* Please be aware that Ministry of Health Letters are not considered acceptable forms of documentation.

☐ HIPAA and BBP Certifications

Health Insurance Portability and Accountability Act (HIPAA) and Bloodborne Pathogen (BBP) online trainings are required for all PharmD students and are to be updated annually. Students are able to complete the HIPAA Security, HIPAA Privacy and Bloodborne Pathogen trainings through Pharmacist's Letter. A new student account must be created at [Pharmacist's Letter](#) even if you have an existing account. When creating the student account, list your first and last name, provide you ucdenver.edu email address and anticipated graduation date. Once the account is created, Pharmacist's Letter will connect you to the online training courses and corresponding exams. Take full courses only. Refresher courses do not qualify. Once the course is completed and a 90% or above (passing rate) is obtained on the exam please upload the completion certificate to your E*Value account.

☐ BLS/CPR Certification

Basic Life Support (BLS) and Cardiopulmonary Resuscitation (CPR) training is to be updated every two years. All PharmD students are required to submit and keep an up-to-date certification of CPR/BLS in E*Value. The American Heart Association CPR/BLS course is the preferred provider for most rotation sites. Students may find courses offered through American/Canadian Heart Association or American/Canadian Red Cross websites. However, some rotation sites will require students to complete an American Heart Association CPR/BLS course. ITPD students are recommended to arrive early prior to their 1st live session in order to complete American Heart Association CPR/BLS course in the states. Online training is not accepted. Students must be certified through live onsite training with a certified health professional.

☐ Skaggs School of Pharmacy and Pharmaceutical Sciences Declaration Statement

By signing and uploading this document to E*Value the student acknowledges and agrees that they have read through the policies and procedures on the School of Pharmacy website and agrees to follow The University of Colorado Skaggs School of Pharmacy and Pharmaceutical Sciences and Distance Degrees and Programs policies and procedures throughout their participation in the program. Download this document in [Forms and Handouts](#) and sign and date after reading through all policies and procedures. Upload the signed form to E*Value to complete the requirement.

☐ FERPA Waiver

All PharmD students will need to download and sign The Family Educational Rights and Privacy Act (FERPA) Waiver found in the [Forms and Handouts](#) section. This signed form grants the Office of Experiential Programs and DDP Office the ability to confirm with the rotation site the student's immunization records, background check information and drug test results are current and provide sites with this documentation if requested. To read more about FERPA and student educational rights click [here](#).

☐ Copy of Current Pharmacist License

All PharmD students licensed inside or outside the United States are required to upload a copy of their current and valid Pharmacist License to E*Value. Read through Active Pharmacy License policy as provided on the [Policies and Procedures](#) website page to learn more about this requirement.

NTPD Students Including Students Residing in Canada must provide a notarized copy of the applicant's current pharmacy license.

ITPD Students should provide a notarized or barrister-certified copy of their current pharmacy license or certification. If the applicant's local area does not require a pharmacy license or certification to practice as a pharmacist, written verification of qualifications to practice as a pharmacist must be provided.

☐ Cultural Competency Training #1

The Cultural Competency Training discusses cultural awareness and tolerance. The training is online and administered through E*Value. The DDP Office will assign the first Cultural Competency training course at admissions and assign the second training prior to rotations. You will receive an email from E*Value once the training is assigned with instructions on how to complete it.

Before Starting a Rotation

Student Deadlines

Partnering rotation sites require the Distance Degrees and Programs Office (DDP) and the Office of Experimental Programs (OEP) to verify the student's immunization and certification requirements are met and current several months prior to starting the rotation. In addition, the requirements must remain current throughout the student's rotation. ITPD and NTPD students who are preparing to start Introductory Pharmacy Practice Experience (IPPE) and/or Advanced-Introductory Pharmacy Practice Experience (APPE) Rotations must update their immunization and certification requirements by the deadlines listed in the box below. Failure to do so will result in the consequences as outlined in [Rotation Prep-Immunization and Certification Requirements Deadline Policy](#).

- ❖ **October 1st- Spring Semester Rotation (Jan-late May)**
- ❖ **March 1st- Summer Semester Rotation (late May-late August)**
- ❖ **July 1st-Fall Semester Rotation (later August-December)**

Rotation Requirements

☐ Intern Pharmacist License

In addition to a valid and current Pharmacist License, students completing rotations outside their original state or country of licensure may be required to obtain an intern license and complete additional requirements made by the rotation site or state. All students are required to check state licensure requirements and fulfill these requirements 4-6 months prior to rotation start date. To check state specific regulations refer to the [National Association of Boards of Pharmacy](#).

☐ Immunization Training

Rotation sites expect student interns to administer immunizations and vaccinations during their rotations. To prepare for this requirement PharmD students complete a Pharmacy-Based Immunization Delivery certificate training course through an approved American Pharmacists Association (AphA) program. To find a location near you click [here](#). ITPD students are encourage to complete this training once they arrive in the states. More information regarding this requirement can be read in [The Immunization Training Policy](#).

☐ Alberta Canada Rotation Sites

PharmD students planning on completing their rotation in the province of Alberta, Canada are required to complete the Alberta SPA agreement paperwork, which relates to liability while on rotation. Paperwork must be signed by the Skaggs School of Pharmacy and Pharmaceutical Science and the Alberta Health Services. This paperwork will be provided to students during the rotation planning process.

☐ F-1 Visa (ITPD and Canada only)

An F-1 visa also known as a student visa is required for students traveling from outside the United States to

complete a rotation. The University of Colorado will provide an I-20 (Certificate of Eligibility for Nonimmigrant Student Status) to all ITPD students upon the submission and completion of specific documents to the DDP Office. The I-20 provided by the University will initiate the F-1 visa process. The DDP Office will contact you well in advance with the specific documents required prior to your arrival to obtain the I-20. For more information on International Student Travel, regulations and arrival please review [The University of Colorado Denver International Student and Scholar Service](#) page.

☐ Additional Site Requirements

A rotation site may request the completion of additional requirements, which must be submitted by the deadline as identified by the rotation site. The OEP and the DDP Office will notify you of any additional site requirements as provided by the rotation site.

Colorado Specific Rotation Site Requirements

In addition to completing the previously outlined items in this document, students completing IPPE and/or APPE rotations in Colorado will fulfill the following requirements:

☐ Colorado Intern License

Students who do not have a registered Colorado RPh license must have a Colorado intern license prior to starting any Colorado rotation(s). Students will need to apply for the intern license four to six months in advance of starting the rotation.

Important Note: The Colorado intern license expires on October 31st of odd-numbered years, and as such students will reapply to receive a current pharmacy intern license to complete any remaining rotations.

How to apply for a Colorado Intern License

Students may apply online for their Colorado Intern License through [Colorado Department of Regulatory Agencies \(DORA\)](#). Download the DORA Pharmacy Intern (IN) Application Checklist in Forms and Handouts to start your application for a Colorado Pharmacist Intern License.



Colorado Department of Regulatory Agencies (DORA)

<https://www.colorado.gov/pacific/dora/Pharmacy>

State Board of Pharmacy

1560 Broadway, Suite 1350

Denver, CO 80202

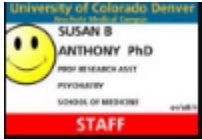
Phone: 303-894-7800 | Fax: 303-894-7692 | Email: dora_pharmacyboard@state.co.us

☐ Drug Test

All students completing a site rotation in the state of Colorado are mandated by state law to complete a drug test. Drug tests are to be completed no later than one week before the start date of a rotation. Download and print the approved drug testing sites for the University Of Colorado Skaggs School Of Pharmacy in Forms and Handouts. All locations accept walk in's and traditional appointments. Prior to completing the drug test, students are to stop by the DDP Office to pick up their drug testing form and pay the \$65 testing fee. Checks and money orders are the accepted forms of payment and are to be made payable to The University of Colorado.

☐ Name Badge/ID Card

Students arriving for a Colorado rotation will need to obtain a Name Badge/ID card from the Security Badging Office located on the Anschutz Campus one week prior to starting their rotation. Contact the Security Badging Office to set up a time to pick up the required badge.



Security Badging Office

303.724.0399

CU Anschutz Medical Campus in Building 500

☐ Name Tag

The name tag differs from the name badge. The name tag will be worn on the lab coat at rotations. Name tags can be ordered and purchased at the CU Anschutz Campus Bookstore. Students should contact the bookstore three weeks prior to the start date of the rotation to order the name tag. We suggest picking up the name tag the same day the badge is picked up. The name tag must include the following:

Name Tag	
✓	CU Logo
✓	First and Last Name
✓	"Intern Pharmacist"
✓	Intern License Number

UNIVERSITY OF COLORADO

ANSCHUTZ MEDICAL CAMPUS BOOKSTORE

(303) 724-2665

Education 2 South Building

☐ White Lab Coat

Some Colorado rotation sites may require a white lab coat. It is best to check with the preceptor to see if it is required or any other dress is required while on rotation. If required, lab coats and other medical attire can also be purchased at the Anschutz Medical Campus Bookstore.

Distance Degrees and Programs Office

Pharmacy & Pharmaceutical Sciences Bldg.

12850 E. Montview Blvd., Room V20-1116

Aurora, CO 80045

Mail Stop (C238-V20)

303-724-3582 office

303-724-3732 fax

Pharmacy.online@cuanschutz.edu

www.ucdenver.edu/pharmacy