Dear Students,

Please see the following list below for HSOP immunization and certification requirements. Our website http://www.auburn.edu/academic/pharmacy/students/accepted-class.html contains links to the templates you may use to document these items, or you may also upload copies of records from your physician’s office with documentation of these items. You will need to upload your documentation of these items in a program we use called myRecordTracker (mRT). You will receive an email with your login information to create your mRT account beginning around May 15th. You will not receive this email until you have completed your Auburn University requirements and have a banner ID number and university email address. The myRecordTracker Guide that was emailed to you contains helpful hints and guidelines on the proper format for uploading and naming your documentation in mRT.

Please note that Auburn University has a separate list of requirements you must submit to the Auburn University Medical Clinic. HSOP does not have access to the records you submit there, and we cannot request records from the clinic or your physician. This is your responsibility. Some of the requirements of AU and HSOP may be the same; however, please read all information carefully to make sure you are submitting the proper information to the correct place and meeting the indicated deadlines. Any questions concerning the AU Medical Clinic and university requirements should be directed to the clinic at 334-844-4416. Please do not contact them if you have questions about the requirements listed below as these are HSOP requirements.

**CPR:** You must complete the American Heart Association’s Basic Life Support for Healthcare Providers certification which is valid for 2 years. Any other CPR course will not be accepted.

**Health Insurance:** All students must maintain health insurance coverage. We will need a letter or proof of coverage form from your insurance company. This is often available if you are able to access your account online. You may upload a copy of your insurance card only if it contains an effective date of 2018. Your documentation must contain your name as being covered under the account. This documentation must be updated in mRT annually or as there are any changes in coverage. Insurance for graduate students is available from AU. You may contact the insurance office at 334-844-4506 or insurance@auburn.edu for more information. If you obtain insurance from the school, you will not receive confirmation of coverage until the first week of classes. Your documentation of health insurance through the school will be due to upload in myRecordTracker by August 16, 2018.

**Hepatitis B:** Students must complete the Hepatitis B series of 3 injections AND provide results from a titer to show immunity. The titer MUST be a quantitative Hep B Surface Antibody test with a numerical value and not just state positive/negative or reactive/non-reactive. You must request this when making your appointment to ensure you meet the requirements. If your titer shows you are not immune, you will need to restart the series. The series must be started by July 15, 2018, and the series AND titer must be completed by May 1, 2019. If you do not have access to your
Hep B vaccinations, you may start with the quantitative titer to test for immunity. If you are immune, this is all you will need to submit.

**MMR**: HSOP requires proof of 2 doses of the MMR vaccine with the most recent since 1980. If you do not have documentation of 2 doses, you must obtain a titer and provide these results.

**Titanus, Diphtheria, Pertussis (Tdap)**: A Tdap within the last 10 years is required. If it has been more than 10 years since the last Tdap, you will need to update this with a Td (tetanus, diphtheria). If you have had a tetanus (Td) shot but not a Tdap, you will need to get a Tdap at this time. This will be updated with a Td booster every 10 years.

**TB Skin Test or PPD**: HSOP requires a TB skin test to be completed annually. If it has been more than a year since your last TB skin test, please provide documentation of updated TB skin test results. The skin test will be placed at your appointment, and you must return between 48 and 72 hours to have the results read and documented. Please inform your provider that you are held to healthcare provider standards regarding your test results. If you have had a positive TB skin test in the past, you are not required to complete another skin test. We will need your documentation of the positive results, and we also require results from a chest x-ray. If you submit positive results (>10mm), we will contact you with further instructions about additional required documentation.

**Varicella (Chicken Pox)**: HSOP will accept written documentation that you have had chicken pox with the date of exposure. Your healthcare provider can document this on the medical record by making a statement of the year when you had chicken pox, and this should be uploaded to mRT. If you had 2 doses of the Varicella vaccine, please upload documentation of this, and you will not need a titer. If you only had 1 dose, you may either obtain the second dose or get a titer that shows immunity. If you do not have documentation of the varicella vaccine and have not had chicken pox, you will either need to start with a titer to see if you are immune or go ahead and get the vaccine from your provider. This consists of 2 doses given 4-8 weeks apart.

**Flu**: All students are required to have a flu vaccine annually each fall when the vaccine becomes available. More information with a specific due date will be available during fall semester.

If you have additional questions about HSOP requirements, please email hsopoel@auburn.edu or call Mrs. Shannon Jones (Auburn) 334-844-8345 or Mrs. Olivia Shanks (Mobile) 251-445-9305.

For questions regarding Auburn University requirements, please contact the Auburn University Medical Clinic at 334-844-4416.