



CSD Graduate Students Requirements for Clinical Practicum

Upon the initiation of graduate school, specifically clinical practicum, ALL student must complete or update the following requirements. **Students retain the original documents** and scanned copies will be housed in our web-based program. Scanned documents are to be turned into the Clinical Externship Coordinator or OPI Grant Coordinator.

25 Observation Hours (Standard V-C)

Each student must have 25 hours of observation completed. Documentation sheets will be scanned to our web-based program by the Clinical Education Coordinator or the OPI Grant Coordinator. If lacking hours, [Master Clinician](#) is a means of obtaining remaining hours.

CPR and First Aid Certification

Each student will be required to provide proof of current CPR and First Aid Certification at the start of the program.

Immunizations

Each student is required to have current immunizations for clinical placements on and off campus.

The following is a list of the required immunizations:

- PPD (TB): renewed annually
- TDAP: Tetanus portion good for ten years
- Hepatitis B series: second shot 30 days after first; third shot 6 months after first
 - titer (evidence of past immunization) acceptable
- MMR: Required for enrollment to the UM. Records may be obtained from Student Health Services
- Varicella immunization or titer
- Flu shot and other facility specific requirements may be required by some practicum sites. It is the student's responsibility to comply with the organization's policy.

Curry Health Center (for those that have University of Montana health coverage), located on the floor above the CSD department, 406-243-4330.

Proof of Health Insurance

Students may choose the University of Montana policy or an outside provider. Proof of coverage must be scanned by the Clinical Externship Coordinator or the OPI Grant Coordinator.

Web-based Program Subscription

The web-based program is a tool used to record clinical clock hours. This electronic data program also records clinical competencies, necessary records, and is used to track and support requests for clinical placements. Each student will receive an email inviting them to pay the registration fee and create an account.

Cost: Pricing information will be included in your welcome letter

Proof of Liability Insurance

Students have liability coverage through the University of Montana when enrolled in a clinical course. Some practicums may require **additional** liability insurance. Students may purchase additional liability insurance through [Mercer](#), an ASHA/NSSHLA affiliate.

Cost: Unknown

HIPAA Training

Students are required to complete the Health Insurance Portability and Accountability Act training. A copy of the certificate will be scanned into our web-based program by the Clinical Education Coordinator or the OPI Grant Coordinator. Instructions will be given to you in your welcome letter.

Background Information Check

Students are required to complete a background check using [Verified Credential](#). Upon completion, please share your report with the Clinical Externship Coordinator or the OPI Grant Coordinator so it may be reviewed and uploaded to our web-based program. Instructions will be given to you in your welcome letter.

Bloodborne Pathogens Training

Students will complete this training during orientation.

Voluntary Graduate Printer Fee

This fee is determined yearly. You will receive this information in your welcome letter.

Thank-you for your cooperation. Students may have an opportunity during orientation to meet with the Clinical Externship Coordinator or the OPI Grant Coordinator. Please bring all files to be uploaded.