

Workforce Development and Lifelong Learning

Direct Healthcare Admission File Checklist

	□ Dialysis Technician□ Direct Support Professional□ EKG Technician□ Nurse Assistant	□ Patient Care Technician□ Pharmacy Technician□ Phlebotomy Technician
Student Name:		Semester:
	Documents	
1.	Proof of High School Graduation/GED/College Transcripts	
	WDLL Health Examination Form (physical within 1-year)	
2.	PPD Test (within 1-year) or Chest X-Ray (official clearance within last 5-years)	
	 Immunizations: ☐ MMR (Measles, Mumps, and Rubella) ☐ Tdap (Tetanus, Diphtheria, Pertussis) ☐ Hepatitis B (must have started the 3-shot series) ☐ Chicken Pox or Varicella ☐ Flu Vaccine (October – February Only) 	
3.	Global Investigative Services – Criminal Background Report (Receipt or actual report is acceptable with official Global stamp) Note: MPD police clearances are not accepted	
	CPR Certification – American Heart Association (BLS Provider only – no other type of CPR is acceptable)	
4.	Drug Screening – 7 series (Negative results within 30-days prior to start of class)	

^{*} All documents must be submitted at the time of registration. The university does not accept partial documents.