All MATC Health Science students are required to complete criminal background check, drug testing and health requirements* AFTER being selected** through the petition process for their program. After being selected to continue the petition process, you will need to complete additional steps before being fully admitted to your program.

Once you have been selected to move forward in the petition process, you must complete a mandatory orientation where instructions for completing these requirements will be provided. The forms below will be used to complete the program requirements.

* The cost of the criminal background check, drug testing, health examination and immunizations are your responsibility. You may be able to obtain health care services at your local Health Department or you may call IMPACT@ 1-866-211-3380 for a list of clinics in your area.

**Please note that being selected through the petition process, does not guarantee full admission to your program.

HEALTH REQUIREMENTS (Forms attached for your use)

- (1) Physical Examination Form
- (2) Tetanus Vaccination Form
- (3) Hepatitis B Vaccination Form
- (4) Handbook Acknowledgement Form
- (5) Liability Release Form
- (6) Essential Functions Signature Form (upload this page only)
- (7) Influenza (Flu) Vaccination Form
- (8) Drug Test Verification Form (upload this page only)

OTHER

- Criminal Background Check (Refer to castlebranch.com)
  Note: You must disclose everything that is part of your record on the self-disclosure form (BID), regardless of the outcome. All MATC clinical affiliates reserve the right to deny student placement at their facilities. If placement is denied, you will not be able to complete or graduate from your program.

- Drug Testing (Refer to castlebranch.com)
  Note: You must upload the drug test verification form in your health requirements profile.

(Revised 7-2014)
Student Information

(Print Name and Address)
NAME: ___________________________ BIRTHDATE: ______/_____/____ ADDRESS: ___________________________
CITY/STATE ______ ZIP CODE __________ Program Name: ___________________________

Cell Phone #: __________________ E-Mail Address: __________________
Student ID #: __________________

IMPORTANT:
I give my permission to release information on the health requirements to the professional college and clinical affiliate staff if it is
deemed necessary for the benefit and/or safety of myself and others.

_____________________________________________________________
Student Signature

Physical Examination
(1)

VERIFICATION OF STUDENTS GOOD HEALTH
(Only Physician, Physician Assistant, or Nurse Practitioner, to Complete the Following):

I have examined ___________________________ and certify that she/he is in good physical and mental health.
Student's Name

On letterhead stationery, please list any physical limitations or other disabilities which would limit this individual's capacity to perform
the essential functions of this profession. (See attached)

__________________________ _______________________________ ___________________________
Physicians, Physician Assistant or Nurse Practitioner SIGNATURE & Medical Title Date

Print Professional’s Name: ___________________________ Office Telephone # _________________

Address: ___________________________ City: ___________ State: ___________ Zip: ___________

A full exam is on file at: ___________________________

**I give permission to release information on the health requirements to the professional college and clinical affiliate staff if it is deemed necessary for
the benefit and/or safety of myself and others.

Student Name: ___________________________ Signature: ___________________________ ID #: _________________

MATC is an Affirmative Action/Equal Opportunity Institution and complies with all requirements of the Americans with Disabilities Act
PROOF OF TETANUS VACCINATION: (Within the last 10 years)

____________________                               __________________________________________

Date Authorized Signature & Medical Title

**I give permission to release information on the health requirements to the professional college and clinical affiliate staff if it is deemed necessary for the benefit and/or safety of myself and others

____________________ Signature:__________________________ ID #:____________________

Student Name: _________________________
Please read thoroughly and check the appropriate box.

☐ As a student, I understand that due to my occupational exposure to blood or other potentially infectious materials I may be at risk of acquiring Hepatitis B Virus (HBV) infection. I have been advised to be vaccinated with Hepatitis B vaccine. However, I decline Hepatitis B vaccination at this time. I understand that by declining this vaccine, I continue to be at risk of acquiring Hepatitis B, a serious disease. If in the future I continue to have occupational exposure to blood or other potentially infectious materials and I want to be vaccinated with Hepatitis B vaccine, I can pursue the vaccination series. I hereby release Milwaukee Area Technical College, its Board Members, and personnel, and any clinical facility at which I train from any liability for any consequences to me or any claims arising out of or related to my decision to be or not to be vaccinated. I hereby agree to indemnify all of the above persons and organizations for any and all claims, including the attorneys’ fees and costs, which may be brought against any one of them by anyone claiming to have been injured as a result of any injury which may occur as a result of my decision.

OR

☐ I do not wish to decline the Hepatitis B vaccine. I am currently in the process/or have completed the series. Understand that full immunity requires three doses of vaccine over a nine-month period.

______________________________________________  ______________________________  __________
Signature of Student                             Student ID#                                Date

Print Name

IF HBV given:

1st Dose Date: ___________________________  ___________________________________________
Authorized Medical Signature

2nd Dose Date: ___________________________  ___________________________________________
Authorized Medical Signature

3rd Dose Date: ___________________________  ___________________________________________
Authorized Medical Signature

**I give permission to release information on the health requirements to the professional college and clinical affiliate staff if it is deemed necessary for the benefit and/or safety of myself and others.**

Student Name: __________________________ Signature: _____________________________  ID #: ________________________
I acknowledge that I am responsible for the contents of the current School of Health Sciences Student Handbook located on the MATC website at:

http://www.matc.edu/student/Admissions/upload/Health_Sciences_handbook.pdf

I further agree to abide by the terms and conditions found in the contents of the current School of Health Sciences Student Handbook.

Student Signature: __________________________________________

Student Name: (Please print) ______________________________________

Student MATC ID Number: _______________________________________

Signature Date: ________________________________________________

**I give permission to release information on the health requirements to the professional college and clinical affiliate staff if it is deemed necessary for the benefit and/or safety of myself and others.

Student Name: _______________________ Signature_________________________ ID #: ___________________

MATC is an Affirmative Action/Equal Opportunity Institution and complies with all requirements of the Americans with Disabilities Act
Liability Release

(5)

ACCEPTANCE OF RISKS AND RESPONSIBILITY AGREEMENT AND RELEASE OF LIABILITY

This Acceptance of Risks and Responsibility Agreement and Release of Liability ("Agreement and Release") is executed by: ________________________________ (please print student first and last name (“Participant”) and is issued to Participant is participating in a COLLEGE affiliated Program/Course/Practicum/Training/Activity ("Activity"). This Activity is more fully described in each of the MATC School of Health Sciences program pages, which have been provided to Participant.

Participant understands that there are certain dangers, hazards, and risks inherent in the Activity. These include, but are not limited to, contact with sharp, contaminated medical instruments, contagious diseases, infectious blood and/or body fluids, electrical instruments, electronic devices or other risks associated with patient care/non-patient care and the particular site.. In certain circumstances, these dangers can include damage/destruction to property, severe bodily injury, and even death.

Participant agrees to exercise reasonable care at all times with respect to Participant's own safety and with respect to the safety of others. Participant agrees to abide by all rules, policies and procedures of the COLLEGE that are set forth in the Code of Conduct found in the COLLEGE's Student Handbook, as well as any additional rules, policies and procedures of the location of the Activity. Participant has no health-related issues that would preclude or restrict participation in the Activity.

Accordingly, Participant, on behalf of him/herself, the Participant's spouse (if applicable), the Participant's heirs, assigns, related individuals and related entities, does hereby WAIVE, RELEASE, AND DISCHARGE the COLLEGE, including its Board of Trustees/Directors, administrators, officers, employees, teachers, agents and insurers, from any and all claims, causes of action, suits, damages, or liabilities sounding in negligence, which the Participant has, shall have, or may have in the future against the COLLEGE arising out of, based on, related to, or connected with, the Participant's enrollment and participation in the Activity. This release of liability does not, however, apply to any intentional or reckless acts or conduct by the COLLEGE.

This Agreement and Release shall be governed by the laws of the State of Wisconsin, which shall be the forum for any lawsuits filed under, or incident to, this Agreement and Release.

By signing this document, Participant acknowledges that s/he is fully informed of the contents of this Agreement and Release, and represents that s/he understands it. Participant is not relying on any oral or written representations, statements or inducements, apart from those made in this Agreement and Release.

Participant is at least eighteen (18) years of age, and is competent to sign this document. If Participant is a minor under the age of eighteen (18), the parent and/or guardian acknowledges they are competent to sign this document on behalf of the Participant.

By signing this Agreement and Release, you give up substantial legal rights. Read and understand this entire document before you sign it.

______________________________________________
Participant

By: ________________________________
Date

______________________________________________
Parent/Legal Guardian (Signature required if Participant is under age 18.)

By: ________________________________
Date

(doc..revised 7-25-13)

MATC is an Affirmative Action/Equal Opportunity Institution and complies with all requirements of the Americans with Disabilities Act
## ADA AND ESSENTIAL FUNCTIONS

The Americans with Disabilities Act (ADA) of 1990 (42 USC & 12101. et seq.) and the ADA Amendment Act of 2008, and Section 504 of the Rehabilitation Act of 1973 (29 USC & 794) prohibits discrimination of persons because of her or his disability. In keeping with these laws, Milwaukee Area Technical College makes every effort to assure a quality education for students. To aid in student success, it is important to inform students of the essential functions demanded by a particular occupation. The purpose of this document is to ensure students acknowledge that they have been provided information on the essential functions required for their chosen program. To meet the Essential Functions, information on accommodations is available upon request of the applicant. Please visit the MATC Student Accommodation Services Department.

## INSTRUCTIONS

- Click on YOUR program link below.
- Read the essential functions required for success in your program.
- If you have read and understood the essential functions for your program, sign and date this form below.

### DENTAL PROGRAMS
- Dental Assistant
- Dental Assistant Bilingual
- Dental Hygiene
- Dental Technician

### ALLIED HEALTH PROGRAMS
- Anesthesia Technology
- Cardiovascular Technology
- Clinical Lab Technician
- Dietetic Technician
- Funeral Service
- Health Information Technology
- Health Unit Coordinator
- Healthcare Services Management
- Medical Assistant
- Medical Coding Specialist
- Medical Interpreter Technician
- Occupational Therapy Assistant
- Pharmacy Technician
- Phlebotomy
- Physical Therapy Assistant
- Radiography
- Renal Dialysis
- Respiratory Therapist

### NURSING PROGRAMS
- Nursing Assistant
- Nursing Assistant Bilingual
- Practical Nursing
- LPN-RN Educational Progression
- Registered Nursing

## COMPLETE, INITIAL AND SIGN

**Student Name:** __________________________  **Student ID#:** __________________________

**My program is:** __________________________

- (Initial) I have read and understand the Essential Functions criteria specific to a student in my program indicated above.
- (Initial) I am able to meet the Essential Functions as presented with or without accommodation.
- (Initial) I was provided with information concerning accommodations or special service if needed.

**Note:** The program you indicated above must be the program to which you have applied. Completion of this form verifies that you have read and understand the essential functions required. If you have applied to more than one program, this form must be completed for each of those programs.

**Signature:_________________________  Date:_________________________

**“I give permission to release information on the health requirements to the professional college and clinical affiliate staff if it is deemed necessary for the benefit and/or safety of myself and others.”**

**Student Name:_________________________Signature:_________________________ID #:_________________________**

---

**MATC is an Affirmative Action/Equal Opportunity Institution and complies with all requirements of the Americans with Disabilities Act**
As a patient safety initiative, the School of Health Sciences at MATC requires influenza vaccinations for all students in all health programs.

**STUDENT INFORMATION:**

Name: _______________________________ Date of Birth: ______________________________

Student ID#: ___________________________ Program: ______________________________

**I give permission to release information on the health requirements to the professional college and clinical affiliate staff if it is deemed necessary for the benefit and/or safety of myself and others.**

Student Name: __________________________ Signature: ____________________________ ID #: __________________

For Clinic/Office Use only

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**Vaccine Information:**

Vaccine Administered *(Trade name):* ___________________________ Vaccination Date: ___________________________

Vaccine Lot#: ______________________________

**Facility Information:**

Name of Location: _____________________________

Street Address: _____________________________ City: ________________________________

State: _____________________________ Zip/Postal Code: _____________________________

Phone Number: _____________________________

**Name and Title of Vaccinator *(Please Print)*: _____________________________

Signature of Vaccinator: _____________________________ Date: _____________________________

---

MATC is an Affirmative Action/Equal Opportunity Institution and complies with all requirements of the Americans with Disabilities Act
Drug Test Verification:

I acknowledge that my drug test **RESULTS** were posted on my CastleBranch, Inc. profile on (date): __________________________

Student Signature: _______________________________________________________

Student Name: (Please print) ________________________________________________

Student MATC ID number: _________________________________________________

Signature Date: __________________________________________________________
## INSTRUCTIONS TO STUDENTS

**PLEASE NOTE:** You **MUST** make a copy of your completed health forms and retain it. **DO NOT UPLOAD UNLESS ALL RESULTS AND SIGNATURES ARE COMPLETE**

<table>
<thead>
<tr>
<th>SUMMARY OF MATERIALS TO BE COMPLETED</th>
</tr>
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<tbody>
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<td>❑ Drug Testing (refer to castlebranch.com)</td>
</tr>
</tbody>
</table>

If you have any questions about uploading forms:

Call or email CastleBranch, Inc. at **888-914-7279** or **studentservices@castlebranch.com**

or call the MATC School of Health Sciences at **414-297-6263**.

(Revised 7/2014)

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