

**IMMUNIZATION AND DOCUMENT CHECKLIST – for student use to gather documents  
LTE 101/102 – TECHNIQUES OF VENIPUNCTURE-LAB TECHNICIAN (Phlebotomy)**

*The following items are required to attend LTE courses. Proof of all following items will be submitted through Complio at <http://wnccompliance.com/> Please follow the link to set up an account.*

**Student Name:** \_\_\_\_\_

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| Measles/Mumps/Rubella (MMR) #1 – Required to enroll (1)  |  |
| Measles/Mumps/Rubella (MMR) #2 one month after #1 – Required to enroll   |  |
| Hepatitis B #1 (Hepb 1) – Required to enroll   |  |
| Hepatitis B #2 (Hepb 2) – one month after #1 - Required to enroll  |  |
| Hepatitis B #3 (Hepb 3) – 4-6 months after #1 - may be in progress   |  |
| PPD-TB (Tuberculosis Test) 1 <sup>st</sup> step – Required to enroll (2)   |  |
| PPD-TB (Tuberculosis Test) 2 <sup>nd</sup> step – Required to enroll   |  |
| Tetanus (Tdap or Dtap) – must be within 10 years   |  |
| Major Medical Insurance – Required to enroll (3)   |  |
| Varicella (chickenpox) #1– Required to enroll (4)  |  |
| Varicella (chickenpox) #2 – one month after #1– Required to enroll   |  |
| Influenza Vaccine: will be required by October 1 <sup>st</sup> for Fall Semester and Prior to enrollment of the Spring Semester. (Not required for Summer) |  |
| COVID-19 vaccination   |  |

1. MMR not required if born before January 1957. Titers are also accepted.
2. A two-step TB skin test is one test in each arm approximately 10 days apart; readings must be done 48-72 hours after the test in both cases. You may also submit two consecutive years of negative readings, no more than 52 weeks apart. PPD-TB skin tests must cover the duration of the course. TB must be updated annually or two-step will again be required.
3. Short term major medical insurance must cover the duration of the course.
4. Titers (blood draw) are also accepted for MMR, Hep B, Varicella, TB. If titer results in non-immune, a booster vaccine must be submitted after the titer date.

**Students must submit immunization, health insurance, etc. documents to Complio at <http://wnccompliance.com/> for approval no later than 2 weeks prior to the semester. Students must email [nursing.alliedhealth@wnc.edu](mailto:nursing.alliedhealth@wnc.edu) once they are compliant for permission to enroll in the class, please include your student ID number in the email. Any student becoming non-compliant with these requirements during the semester will not be permitted to participate in Labs or Clinicals.**

**INCOMPLETE PACKETS WILL NOT BE PROCESSED**