

DNE Program To-do List

This checklist is for your use only and does not qualify as proof of completion for any compliance requirements. Original documents or scanned copies are required. Please be sure to submit documentation to the correct locations or they will not be processed. Please see your Virtual Admissions Packet for more details and submission links.

Immediate action

- Accepted your admission to the program on Buckeylink through your [Applicant Center](#) or by emailing CON-gradrecords@osu.edu, based on the admissions letter from the College of Nursing.

Technology requirements and course materials

- Reviewed Technology Requirements and Resources listed in the [Virtual Admissions Packet](#)
- Purchased computer [headset](#)
- [Computer/laptop](#) obtained
- Purchased [textbooks](#)

Preparing to start the program

- Enrolled in courses, per your personalized Curriculum Plan in [Beacon](#)
- [Tuition and fees](#) paid by the registrar's [deadline](#)



Overview of program compliance requirements and deadlines

College of Nursing students are required to be fully compliant with all program compliant requirements in order to enter the program, clinical and/or health assessment. Program compliance includes a variety of requirements, each with specific deadlines. Please visit the [compliance website](#) for a more detailed description of each requirement and submission instructions. You are responsible for ensuring your clinical compliance requirements do not lapse during your time in the program.

A list of compliance requirements is provided below along with deadlines. You can use the “Completed” column to track your own progress.

Program Compliance Requirement	Deadline	Submission Instructions	Notes	Completed
RN License	August 1	Qualtrics Survey		<input type="checkbox"/>
Immunizations	November 1	MyBuckMD	Choose the ‘Health Professional Compliance’ tag to avoid processing delays when submitting documentation through MyBuckMD	<input type="checkbox"/>
Drug Screening	November 1	<p>Drug screens may be completed at the Wilce Student Health Center for on-campus students.</p> <p>Online students may have their drug screen completed at another location, but the cost will not be covered by the College of Nursing. Please see these instructions.</p>	<p>Drug screens at the Wilce Student Health Center are done by appointment only. You can make an appointment through MyBuckMD. Drug screens are offered Monday through Friday 8 a.m. to noon and 1-4:30 p.m. Your drug screen cost will only be covered if the test is completed at Wilce.</p>	<input type="checkbox"/>

Program Compliance Requirement	Deadline	Submission Instructions	Notes	Completed
BCI & FBI Background Check	August 1	<u>Submitted to OSU HR</u>	Use codes: BCI Revised Code: ORC 4723.09; FBI Revised Code: ORC 4723.09 Allow 4-6 weeks for processing	<input type="checkbox"/>
CPR	November 1	<u>CPR Survey</u>	The College of Nursing only accepts BLS Provider or ACLS Provider from the American Heart Association.	<input type="checkbox"/>
HIPAA	August 1	Completed through <u>BuckeyeLearn</u>	Refer to the <u>compliance website</u> for detailed directions	<input type="checkbox"/>
FERPA	August 1	Completed through <u>BuckeyeLearn</u>		<input type="checkbox"/>
CON Badge	August 31	<u>CON Badge Instructions</u>		<input type="checkbox"/>
Forms	August 1	<u>Substance Use Policy Form</u> <u>Image Release Form</u> <u>Academic Integrity Form</u>		<input type="checkbox"/>
HRSA Survey	August 1	<u>HRSA Survey</u>		<input type="checkbox"/>
Bloodborne Pathogens	April 12	Completed through <u>BuckeyeLearn</u>		<input type="checkbox"/>