

Checklist of Requirements & Deadlines

The following is a checklist of your requirements and the deadlines for completing them. The expectation is that all requirements are completed, submitted, and approved by the deadline.

- **Deadline #1: October 15th of P1 Year**
 - MMR – positive titers for Measles, Mumps, and Rubella
 - Varicella – positive titer
 - Hepatitis B – positive Hepatitis B Surface Antibody titer
 - Tdap – vaccine record dated within 10 years
 - COVID-19 Vaccine – original series plus one booster
 - Seasonal Influenza Vaccine (annual requirement)
 - Tuberculosis (annual requirement) – QuantiFERON blood test or PPD
 - Physical Exam (update every 2 years) – using UConn’s form
 - Health Insurance – front and back of insurance card
 - CPR Certification – American Heart Association BLS Provider
 - Student Consent & Attestation form – complete in Complio
 - HIPAA Training (annual requirement) – complete in HuskyCT
 - OSHA Training (annual requirement) – complete in HuskyCT
- **Deadline #2 – December 1st of P1 Year**
 - Connecticut Pharmacy Intern License
 - Immunization Training for Pharmacists
- **Deadline #3 – May 1st to May 7th before P4 year (instructions go out on May 1st)**
 - Background Check & FACIS 3
- **Ongoing Maintenance**
 - Renew Complio subscription when needed
 - Complete agency requirements as assigned by program based on clinical schedule
 - Keep expiring items up to date at all times

My Upcoming Expiration Dates

Use this section to keep track of your own expiration dates based on your completion dates!

| Requirement | Completion Date | Time to Add | New Due Date | Complete? |
|-------------------|-----------------|-------------|--------------|-----------|
| Tuberculosis | | 1 year | | |
| Physical Exam | | 2 years | | |
| Tdap | | 10 years | | |
| HIPAA Training | | 1 year | | |
| OSHA Training | | 1 year | | |
| CPR Certification | | 2 years | | |