

**\*ALL STUDENTS MUST HAVE EMAIL & INTERNET BY 01/01/06\***  
**\*\*Email is the preferred channel to correspond & send course materials\*\***

# ALERT

## Emory University WOCN Education Program Students

Please note that many clinical facilities now require criminal background checks and Drug Screens as well as Malpractice Insurance, Health Insurance, and Acceptable Health Status.

*NOTE: Criminal background checks can take as long as 3 months!!!!*

--If your clinical site requires you to have a background check, drug screen (or both) a website that we recommend is <https://www.instant-hire.com/jobseeker/orderform.asp>. Once on the site click 'enter' under 'job seekers', then click 'order'. If you need only the background check click on the 'Instant Background Package' which is \$21.95 but if you need both background check and 6 panel drug screen click on the 'Student Placement Package' which is \$49.95.

**Please call Instant-Hire at 1-800-486-4432 or 770-623-4321 if you have any questions!**

**NOTE: You are free to choose any company that you wish but there are many different types of background checks and drug screens and it is ultimately your responsibility to follow up with the clinical site to see what they require from you!**

**Some other items that we have noted from different clinical sites are:**

--Proof of your Malpractice Insurance and Health Insurance:

- Malpractice must provide at least \$1 million per incident and \$3 million aggregate
- Health insurance must cover accidental injury as well as illness

--Complete the OSHA Health Form in the application packet and obtain an MD statement of health

--**Carefully READ the contracts that are sent to you since you may also be required to attend orientation or pass certain tests!**

*For any questions, call us!* On-Site & Split Option: Brenda—404.778.3149

Distance Learning: Kathy—404.778.3159

**NOTE: FedEx is available if required but we will need your FedEx Account Number, Credit Card Number or permission to send it COD**