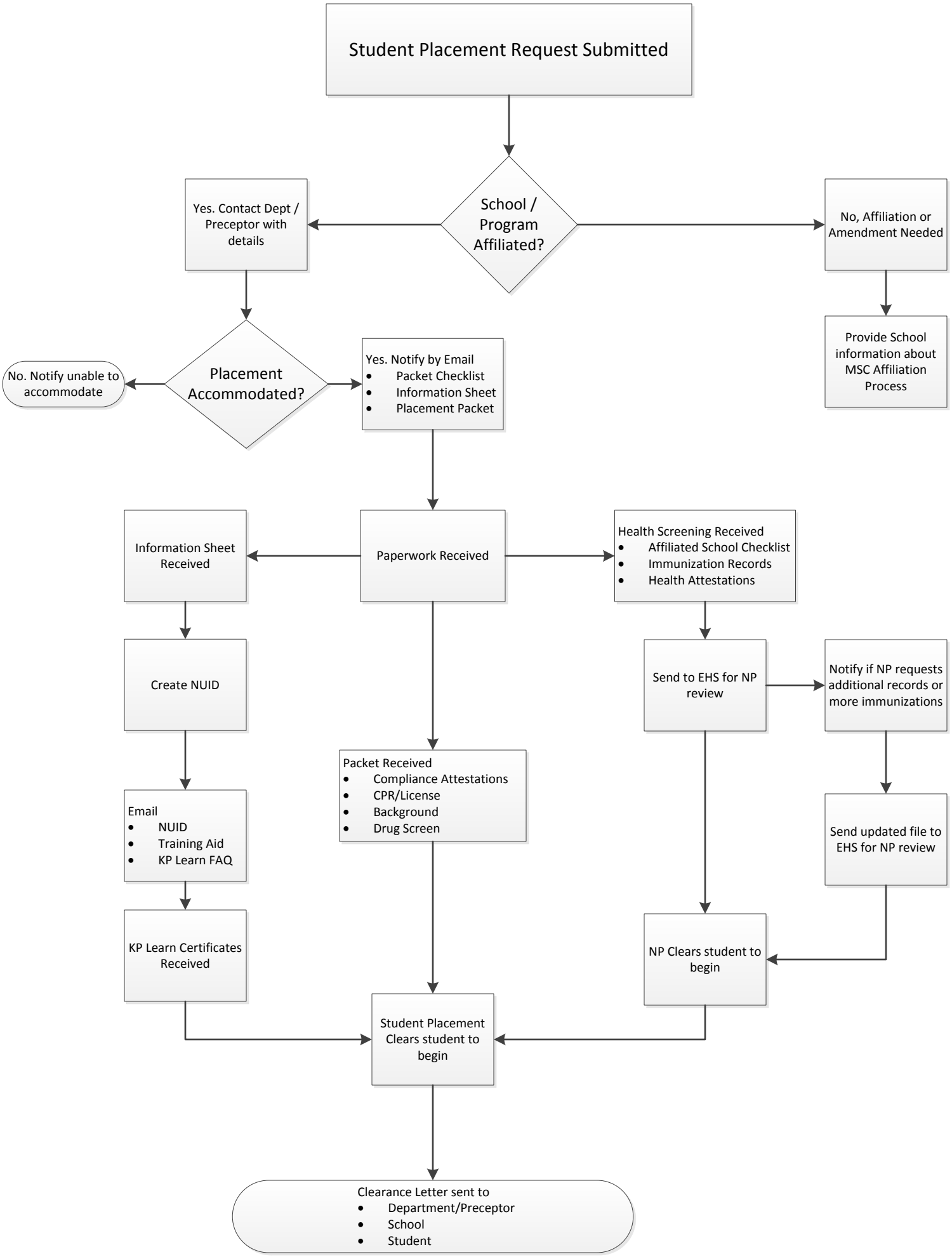
Student Placement Request Submitted
School / Program Affiliated?
Yes. Contact Dept / Preceptor with details
No, Affiliation or Amendment Needed
Provide School information about MSC Affiliation Process
Placement Accommodated?
No. Notify unable to accommodate
Yes. Notify by Email
Packet Checklist
Information Sheet
Placement Packet
Paperwork Received
Information Sheet Received
Health Screening Received
Affiliated School Checklist
Immunization Records
Health Attestations
Create NUID
Send to EHS for NP review
Notify if NP requests additional records or more immunizations
Packet Received
Compliance Attestations
CPR/License
Background
Drug Screen
Email
NUID
Training Aid
KP Learn FAQ
Send updated file to EHS for NP review
KP Learn Certificates Received
NP Clears student to begin
Student Placement Clears student to begin
Clearance Letter sent to
Department/Preceptor
School
Student