UC DAVIS HEALTH | SCHOOL OF MEDICINE

Registrar's Office

New Student Checklist

ALL ITEMS DUE BY JUNE 30, 2022, unless otherwise indicated.

(**ACE-PC STUDENTS ONLY**: Because you begin coursework in June, all items are due by June 10, 2022.)

Required Compliance Items

- ☐ Health Clearance Form
- ☐ BLS/CPR Certification
- ☐ Health Insurance

- ☐ Permission to Release Education Information Form
- ☐ Statement of Legal Residence
- ☐ Emergency Contact Information

MYRECORDTRACKER FOR COMPLIANCE

- As we get closer to your medical school start date, we will send you a link to activate your myRecordTracker account. While you wait for your account, please gather your immunization information as listed on the Health Clearance Form. If you have not completed these requirements in the past, make an appointment with your PCP as soon as possible to get them done. Some immunizations are date-specific and this information is listed on the Health Clearance Form. You may provide lab reports in place of the Health Clearance Form.

- All students must remain in compliance with required items at all times. You will receive upcoming and overdue notices from your myRecordTracker account once it is activated. Please upload documents of your compliance items on or before their due date.

The following items will need to be uploaded to your myRecordTracker account once activated:

MMR 2 shots OR Titer	Varicella (chickenpox) 2 shots OR Titer	Hepatitis B series AND Titer
TDAP	Tuberculosis Skin Test (TST)	CPR Certification
Covid-19 vaccinations		

Additional items in your myRecordTracker account and their due dates:

Item	Due Date	How to get done
Influenza	October 15, 2022	The Registrar's Office will inform students of UCD flu clinics closer to September or October.
Privacy and Security (HIPAA) Training	September 1, 2022	The Registrar' Office will assign trainings to you. You will receive an email notice from the UC Learning Center once assigned. Do not complete before assigned.
Bloodborne Pathogens Training	September 1, 2022	
Cyber Security Training	September 1, 2022	
COVID-19 Prevention Training	September 1, 2022	
Mask Fitting	Before 3rd year	You will complete mask fitting through the school before 3rd year. You will be notified if you need to complete mask fitting prior to 3rd year.

BLS/CPR CERTIFICATION

- Maintaining certification in Basic Life Support training is mandatory for anyone learning or working in the delivery of clinical care. Because clinical preceptorships occur in the first year of the curriculum, all newly matriculating medical students are expected to arrive at medical school with a current BLS/CPR certification.

- Please note that the class needs to be completed in-person and we do not have a preference as to which organization or state delivers the training. If CPR trainers require coursework to be completed in advance online, this is acceptable as long as there is an in-person portion. If you hold a CPR certification that is higher training than BLS we will honor that the training has been met, as long as it is not expired.

- Upload a copy of your BLS/CPR certification to your myRecordTracker account as soon as you have access.

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PERMISSION TO RELEASE EDUCATION INFORMATION FORM

- Complete the Permission to Release Education Information Form and email it to hs-studentrecords@ucdavis.edu.

STATEMENT OF LEGAL RESIDENCE

- Complete the Statement of Legal Residence. All UCD students are required to complete this process to determine their tuition and fees.

HEALTH INSURANCE

- All students enrolled in the University of California must maintain insurance at all times. Visit the UCD SHIP page for more information on student insurance options.

EMERGENCY CONTACT INFORMATION

- Once you have your Kerberos login, update your Emergency Contact Information. You will need to be logged into your CAS/Kerberos account to access this application. VPN may help, as well. Please ensure you are using Chrome, Edge, or Firefox.

Please email us if you cannot get one of your required compliance items completed by the due date!
hs-studentrecords@ucdavis.edu

Visit our Incoming Student web page for more information.