

Dear Learner,

Welcome to **Adams School of Dentistry (ASOD) at UNC!** We are excited to have you as a new member of the school and look forward to learning with you! As a new learner at ASOD, there are a few mandatory requirements you will need to complete as soon as possible, with a few tasks scheduled for shortly after you start with us. Review the checklist below to get started:

### Summary Steps

1. **ASOD Immunizations and Campus Health Immunizations are *DIFFERENT*.** 
  - a. You will be asked to provide your immunizations records *TWICE*.
  - b. Campus Health will require documentation per NC Law.
  - c. ASOD has different requirements that are related to Healthcare Professionals.
2. Gather all supporting documentation for both **Immunizations** and **BLS (Basic Life Support)**.
  - a. Use the checklist to gather supporting documentation for all items listed on the next page.
  - b. Ensure all documentation addressed titers (*blood tests*), immunization history, and BLS certification.
  - c. Go to Connect Carolina (<https://connectcarolina.unc.edu/>), look under “To Do” section, and find “SOD Immunizations” item.
  - d. Don’t see anything in your “To-Do” section?
    - i. First time providing any documentation to ASOD? <https://bit.ly/asod-student-onboarding>
    - ii. All other instances: <https://bit.ly/asod-compliance-portal>
3. After you have started your program, there are additional trainings, which are listed below. Do not complete these until you have been instructed to do so. 
  - a. UNC HIPAA Training (*annual*)
  - b. UNC Information Security Awareness Training (*annual*)
  - c. ASOD Medical Emergency Training (*annual*)
  - d. Review UNC Policies: <https://policies.unc.edu/>
  - e. Familiarize yourself with the [ASOD Compliance Portal](#)



**ASOD ONBOARDING CHECKLIST**

- All items listed below must include proof of completion.
- Titers, Screenings, and/or Certifications must be from within 1 calendar year.

**IMMUNIZATIONS**

Hepatitis B (HBV) – Minimum of 2 or 3 doses required. <input type="checkbox"/> <b>Proof of all doses OR a positive serological titer (blood test).</b>	<input type="checkbox"/>
Tetanus, Diphtheria, Pertussis (Tdap) – Minimum of 3 doses required, with the most recent booster within the last 10 years.	<input type="checkbox"/>
Varicella (Chickenpox) – Minimum of 2 doses required. <input type="checkbox"/> Alternative: A positive varicella titer (blood test).	<input type="checkbox"/>
Measles, Mumps, Rubella (MMR) – Minimum of 2 doses required.	<input type="checkbox"/>
Influenza (Flu Vaccine) – Must be received after July 1 of the current year. <b>⚠ Not required for program entry but REQUIRED by October 31 each year.</b>	<input type="checkbox"/>
COVID-19 Vaccine – Proof of the most recent dose OR intent to submit an exemption.	<input type="checkbox"/>

**TITERS / SCREENINGS**

Tuberculosis (TB) Test – Preferred: Serologic blood test (e.g., “T-SPOT.TB” or “QuantiFERON Gold Plus”). <input type="checkbox"/> Alternative: TB Skin Test (2-Step), which requires two separate placements and readings. Refer to <a href="#">CDC</a> guidelines for details.	<input type="checkbox"/>
Hepatitis B Quantitative Titer – Must include: ✓ <b>Numeric value AND</b> ✓ <b>“Reactive” or “Non-Reactive” result.</b> <b>⚠ Qualitative titers (showing only “Reactive” or “Non-Reactive”) DO NOT meet requirements.</b>	<input type="checkbox"/>
[Optional] Varicella Titer – Can be used if no proof of vaccination is available.	<input type="checkbox"/>

**CERTIFICATIONS**

Basic Life Support (BLS) – Certification must be valid and cannot expire during your 1st year at ASOD.	<input type="checkbox"/>
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## Hepatitis B Quantitative Titer Issue

Many people find that they have lost their immunity to Hepatitis B and will need to complete additional steps. Review the GENERAL OUTLINE below for guidance. If your provider advises differently, follow your providers guidance!

It is important that all titers are submitted, regardless if Reactive or Non-Reactive.

Questions? Email [ASOD\\_ClinicalCompliance@unc.edu](mailto:ASOD_ClinicalCompliance@unc.edu)

<p><b>1<sup>st</sup></b> <b>Low-Value /</b> <b>Non-Reactive</b></p>	<ol style="list-style-type: none"> <li>1. Follow <b>ONE</b> of the options listed below:</li> <li>2. First time uploading through Connect Carolina? Use link under “To Do” list, under the “SOD Immunizations” item, to submit all documentation at same time.</li> <li>3. Otherwise, review the <a href="https://bit.ly/asod-compliance-portal">ASOD Compliance Portal</a> (<a href="https://bit.ly/asod-compliance-portal">https://bit.ly/asod-compliance-portal</a>).</li> <li>4. Follow new deadline under “Immunizations” in the <a href="#">ASOD Compliance Portal</a>. Deadline can be extended further, based on your providers guidance.</li> <li>5. Receive 1 dose of Hep B Vaccine (HBV), wait 4-6 weeks, and complete new <b>QUANTIFIED</b> Hep B Titer.</li> <li>6. Upload titer results to the <a href="#">ASOD Compliance Portal</a>.</li> </ol>
<p><b>2<sup>nd</sup></b> <b>Low-Value /</b> <b>Non-Reactive</b></p>	<ol style="list-style-type: none"> <li>1. Schedule appointments to receive next 1 or 2 doses with your provider (<i>HBV can be 2 or 3 doses; discuss with your provider</i>).</li> <li>2. Select “Vac. Extension Request” button under “Immunizations” in the <a href="#">ASOD Compliance Portal</a> and provide a date for a deadline <i>at least 6 weeks out</i> from when you will complete your last vaccination.</li> <li>3. Complete <b>QUANTIFIED</b> Hep B Titer before deadline and upload titer results to the <a href="#">ASOD Compliance Portal</a>.</li> </ol>
<p><b>3<sup>rd</sup></b> <b>Low-Value /</b> <b>Non-Reactive</b></p>	<ol style="list-style-type: none"> <li>1. If all titers have returned as Non-Reactive and low value, schedule appointment with Campus Health, to speak to a provider about being a Non-Responder. <a href="https://campushealth.unc.edu/about-us/appointments/">https://campushealth.unc.edu/about-us/appointments/</a></li> <li>2. If you accept the risks discussed with you, upload acknowledgement form that was signed in your Campus Health appointment to the <a href="#">ASOD Compliance Portal</a>.</li> </ol>