

By accepting this BHS Handbook and Practicum Manual, I am signifying that I will read it in its entirety and clarify any information I do not understand with the BHS Coordinator.

Signature: _____
Required

Print Name: _____

Date: _____
Required

Please mail to or bring by the Health Science Department.

AASU
Department of Health Sciences
Solms 201
11935 Abercorn Street
Savannah GA. 31419-1997



**Armstrong Atlantic State University
Department of Health Sciences**

Bachelor of Health Sciences

**Student Handbook
And
Practicum Guidelines**

August 2006

TABLE OF CONTENTS

Technical Standards	1
Health Sciences Practicum Protocol.....	2
Definition of Misconduct in Scientific and Scholarly Research.....	3
Institutional Review Board (IRB).....	3
Introduction.....	4
Protocol for Selection of Practicum Director and Practicum Procedures.....	5
Written Practicum Presentation	6
Organization of the Practicum.....	6
Grading.....	8
General Instructions for Preparing the Practicum.....	9
Practicum Submission.....	11
Policy for Addressing Allegations of Misconduct Scientific and Scholarly Research.....	12
Sample Title Page.....	13
Sample Approval Page.....	14
Responsibilities Form.....	15
Practicum Approval Form.....	16
Site Supervisor Practicum Evaluation Form.....	17
Student Site Practicum Evaluation Form.....	20
Medical Report for Faculty and Students.....	23
Immunization and Screening Tests Form.....	24
Hepatitis B Declaration Form	25

Technical Standards for the Department of Health Sciences

In addition to the academic requirements for your degree program, there are core performance standards required for its completion. These standards are necessary to obtain employment in the degree fields:

1. It is essential that the student have the sensitivity and interpersonal skills sufficient to interact with individuals, families, and groups. Students will be evaluated using tools such as classroom performance and practicum evaluations, utilized by site and faculty supervisors, on the basis of their ability to appropriately adapt their manner of interaction with clients from a variety of social, emotional, cultural and intellectual backgrounds.

2. The student must have communication abilities sufficient for interaction with others in verbal and written form. It is essential that the students be able to appropriately adjust presentation/communication style to a level that is compatible with the communication abilities of the client(s).

HEALTH SCIENCES PRACTICUM PROTOCOL

The Semester prior to registering for the practicum the student must:

- ❖ Contact HS faculty, to discuss possible topics and sites of the practicum.
- ❖ Choose and meet with site supervisor and agree on practicum objectives.
- ❖ Submit practicum objectives, in writing, to Dr. Streater for approval (see form).
- ❖ Submit AASU IRB approval (**also site if required**). See IRB form.
- ❖ Obtain Liability Insurance: To obtain liability insurance, go to the cashier's office in the AASU Administration Building. The cost of the insurance is \$13.00 per year. After paying for the insurance, bring the payment receipt to the Administrative Secretary in the Health Sciences Department. The Administrative Secretary will submit your name to be added to the blanket liability policy.
- ❖ Each student must submit a completed College of Health Professions Medical Report for Faculty and Students. This form may be completed by any qualified health care provider.
- ❖ Submit proof of health insurance to the Health Sciences office.
- ❖ Submit proof of background check to the Health Sciences office.
- ❖ Be prepared to begin work on the practicum the first week of classes. The student should plan to spend a minimum of 10 hours per week on the practicum.
- ❖ Early drafts of various chapters of the practicum should be submitted to Dr. Streater as early as possible for feedback.
- ❖ A copy of the Literature Review (in Word format) must be submitted on a floppy disk with the written practicum.

Definition of Misconduct in Scientific and Scholarly Research

For the purpose of these procedures, misconduct in scholarly research is defined as:

Fabrication, falsification, plagiarism, or other practices that seriously deviate from those that are commonly accepted within the scholarly community for proposing, conducting, or reporting research. It does not include honest error or honest differences in interpretations or judgments of data.

Whether done innocently or on purpose, plagiarism is using someone else's words and/or thoughts and can have serious implications from the guilty party failing an assignment to failing a course or being dismissed from the program or university (see *AASU Student's Illustrated*). When in doubt, ask Dr. Streater. He can offer useful suggestions about preventing plagiarism.

Retaliation of any kind against a person who reported or provided information about suspected alleged misconduct and who has not acted in bad faith." (National Sciences Foundation Dear Colleague Letter, August 16, 1991).

A disk-copy of your literature review will now be required with your written practicum.

The **Google** search engine on the Internet can be used to determine if plagiarism has occurred. Again, ask Dr. Streater if you wish to check your work.

If any questions arise about the sources of a paper you submitted for a course, then your faculty supervisor will reserve the right to scan your literature review in **Google or some similar program**.

Institutional Review Board (IRB)

The IRB, a federally mandated board which monitors the use of human and animal subjects in research meets at noon on the last Thursday of each month (unless that date interferes with holidays or faculty lectures). Protocols requiring full board review are due by noon ten working days before the last Thursday of each month. Send protocols, complete with appropriate forms to the Grants Office. If you are not sure you need to go through the IRB see Dr. Streater. Forms and information are available from the Health Sciences Office as well as the Grants Office.

The IRB approval process can be lengthy. If IRB approval is required for your particular practicum, it should be undertaken one semester prior to the initiation of the practicum.

NOTE: Some practicum sites may require approval by the site IRB.

INTRODUCTION

The Practicum Guidelines include requirements for the practicum chair, site supervisor, and student. Requirements of the practicum site supersede requirements in the academic unit.

Practicum Faculty Advisor, Site Supervisor and Student Responsibilities

- The **faculty advisor (chair)** of the practicum committee has the responsibility to assure that:
 - The proposed practicum meets departmental criteria for practica.
 - The student has been informed of institution policies and procedures (IRB) as they relate to the use of human and animal subjects for research purposes.
 - Communication is maintained with the site supervisor on an as needed basis to discuss the student's progress.
 - The practicum, in its final form, meets the appropriate format content mastery and standards set by the HS department.

- The **site supervisor** of the practicum committee has the responsibility to:
 - Determine that the practicum objectives are feasible and permissible.
 - Inform the student of institutional policies and procedures (IRB) as they relate to the use of human and animal subjects for research proposes.
 - Contact the faculty advisor if any concerns regarding the student's performance should arise.
 - Develop work site schedule.
 - Assist in the documentation of the student's performance and practicum hours.

- The **practicum students**, in addition to doing the work and producing the practicum document, are responsible for:
 - Familiarizing themselves with, and adhering to these guidelines.
 - Being aware of all deadline/submission dates for the practicum.
 - Obtaining liability insurance.
 - Submitting a College of Health Professions Medical Report for Faculty and Students to the Practicum Chair.
 - Submitting IRB approval form to Practicum Chair.

- ❖ The signatures of the practicum faculty advisor as well as the practicum site supervisor on the approval pages signify acceptance of the final document.

Protocol for Selection of Practicum Director and Practicum Procedures

- Each BHS student must successfully complete a practicum as part of the degree requirement.
- If practicum is not complete in one term, the student must enroll in 1 hour of practicum each subsequent term until the practicum is completed.
- A site supervisor is required for the practicum, he/she may be recommended by the student or the practicum director. The site supervisor must be approved by the practicum director prior to the start of the practicum.
- The frequency of collaboration between the student and Dr. Streater will be on an as needed basis.
- Students are expected to spend approximately 10 (ten) hours a week “on site” if appropriate. Of course, all practica do not fit this format. If there is any question about time requirements for a practicum, they should be addressed with Dr. Streater.
- Each term on a pre determined due date, all BHS practica will be presented in a written format as well as orally (see the Health Sciences administrative secretary for the written and oral presentation date). Dr. Streater should be consulted for any deviation from this format.

Oral Practicum Presentation Format

You will have approximately 10 minutes to present your practicum (see Dr. Streater for exact time allowance). The presentation, with audio-visuals (PowerPoint recommended and saved on a CD or travel drive), should follow the following format:

1. Introduction (explain why this topic is important to you and your future career).
2. Literature Review (3 or 4 bullet statements listing most important literature and references).
3. Objectives.
4. Results.
5. Discussion/Conclusion.

WRITTEN PRACTICUM PRESENTATION

Style Manuals

The practicum must adhere to the Publication Manual of the American Psychological Association. American Psychological Association. (Latest Edition)

Organization of the Written Practicum

It is recommended that the Practicum be assembled as follows. However, some practica do not fit this format well; if this is the case contact Dr. Streater for approval of an alternative format.

Sample Practicum Format

(again, this is a suggested format-see Dr. Streater)

<i>Chapter I</i>	<i>Introduction</i>
	<i>Significance</i>
	<i>Purpose</i>
	<i>Objectives</i>
	<i>Definition of Terms (if applicable)</i>
	<i>Assumptions and Limitations (if applicable)</i>
<i>Chapter II</i>	<i>Literature Review (be sure to site all references used)</i>
<i>Chapter III</i>	<i>Method (how do you intend (future tense) to accomplish each of your objectives)</i>
<i>Chapter IV</i>	<i>Results (what actually happened, (past tense) discuss each objective)</i>
<i>Chapter V</i>	<i>Discussion (of the overall experience and your recommendations, e.g. what you would do differently)</i>
	<i>Appendices</i>

The practicum should have one blank sheet of paper placed at the beginning and one blank page placed at the end of the practicum.

Cover (Binding)	Your choice
Preliminary Pages	Abstract (Optional: not counted/numbered)
	Title page (page i is assigned but <u>not</u> typed)
	Approval page (page ii is assigned but <u>not</u> typed)
	Dedication page (optional; this page and pages hereafter carry typed lower case Roman numerals)
	Acknowledgements (optional)
	Table of Contents (if more than one page in length, the second page should begin on top line without use of indications such as "Table of Contents Continued")

- . **List of Tables** (if applicable)
- . **List of Figures** (if applicable)
- . **Text: (Use Arabic numerals from this point on)**
- . **Introduction** Chapter I
- . **Bibliography, References, or Works Cited** (according to APA)
- . **Appendix or Appendices** (optional)

Note: Separation Pages between text, references, and appendix are not necessary.

GRADING

Course Requirements:

The student will spend ten hours a week for a total of 150 hours within the semester at the practicum site. A daily log will be kept of the experience to include an entry for every visit.

After the practicum has been approved by Dr. Streater, the student must receive written or oral permission to go “on-site” in the facility for the scheduled time during the practicum (see approval forms).

Grade Components:

40 points: Formal paper on findings of practicum
(Content 25 pts. a. Length minimum-twenty typewritten pages-APA style
Mechanics 25 pts.) b. Bibliographical information-minimum ten sources

35 points: Oral Presentation of Paper

25 points: Site supervisor’s evaluation: attendance, meeting deadlines, professionalism, responsibility, progression as required by source requirements.

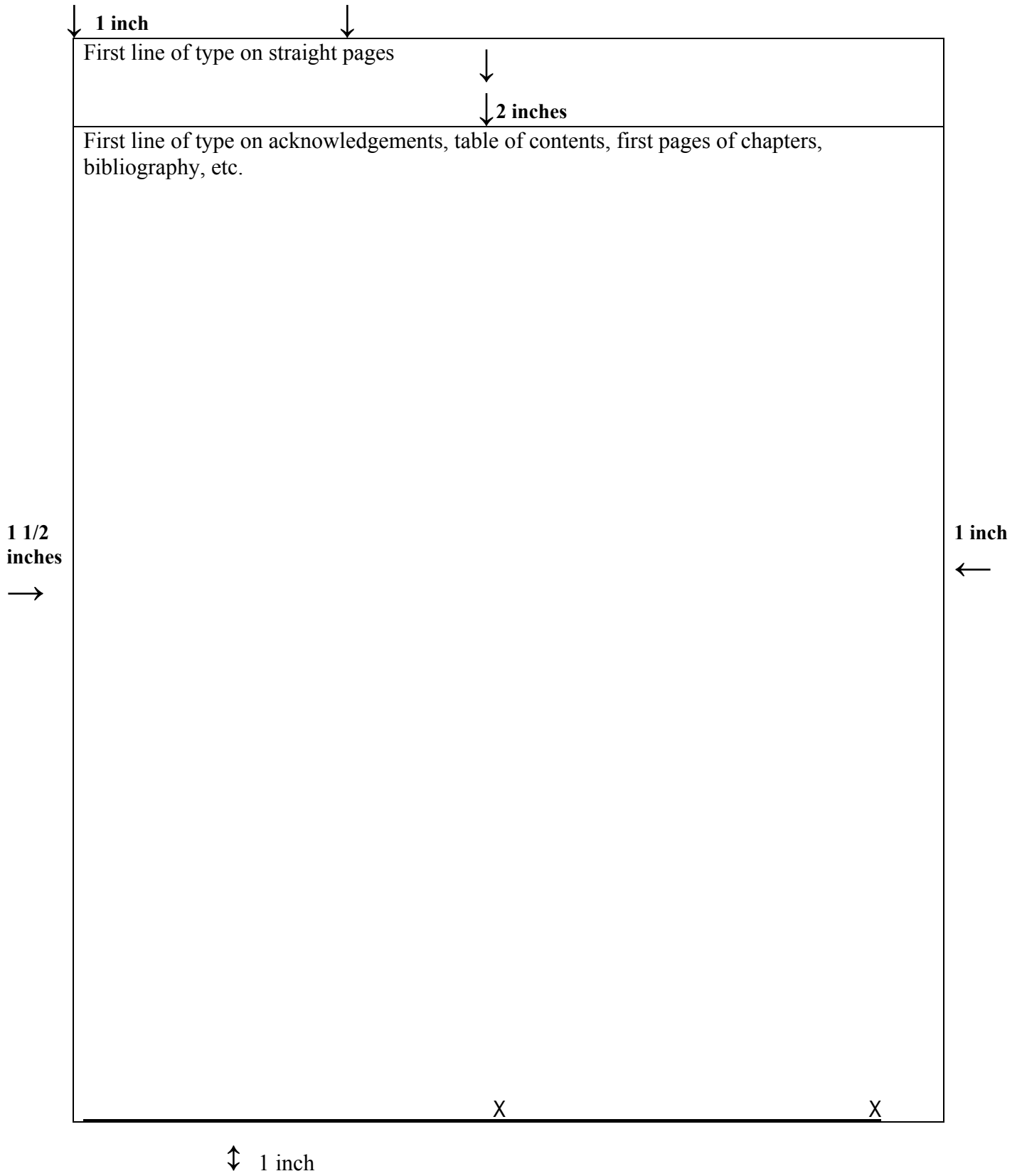
Penalty points: No Journal: 5 pts.
No Site Supervisor’s Evaluation: 25 pts.
Late: 5 pts./day
No Student Site Evaluation: 5 pts.
No Literature Review CD: 10 pts.

In the event the student fails to meet the requirements stated above, the student may be required to complete and/or repeat the practicum the following semester. The student must fulfill **all** the requirements of the course to receive a grade for the course. This decision rests solely with the supervising Health Sciences Practicum Chair (Dr. Streater).

*Upon approval of the practicum, Dr. Streater will signal the acceptance of the practicum as conforming to the appropriate format, content mastery, and standards set by the BHS program.

GENERAL INSTRUCTIONS FOR PREPARING THE PRACTICUM

1. **Type face:** The size of the type should be one of the standard typewriter sizes (pica or elite) or, if produced from a word processor, it should be a 12-point font. Do not use a compressed typeface or any settings on your word processor that would decrease the spacing between letters or words. Unusual types or smaller or larger size, or extremely bold type are not acceptable. Italics of the same size may be used in lieu of underscoring.
2. **Layout and Style:** In order to be photocopied, the practicum must be printed in black ink on white paper. The entire text of the practicum must use the same typeface. This includes tables and figure captions. Any appropriate typeface may be used for lettering within figures and for documents reproduced in appendices.
3. **Print Quality:** The type on paper must be dark, clear, and readable. In order to be acceptable, a printer must print letters that appear fully formed. That is, if a dot matrix printer is used, the dots of which the letters are composed must be invisible, and there must not be visible gaps in the curved or diagonal parts of letters. (Twenty-four pin printers, ink jet printers, and laser printers are acceptable.)
4. **Right Justified Typing:** (with a smooth right margin) is strongly discouraged because the uneven word spacing interfaces with readability. Care should be taken regarding incorrect hyphenation automatically generated by computer programs.
5. **Paper:** Type the practicum or print it on one side of standard-sized white paper (8.5 x 11in.) [22 x 22 cm].
6. **Photocopies:** Photocopies of a submitted practicum are acceptable if the quality of the photocopy is clean and clear.
7. **Preliminary Pages:** The title page and approval page must conform to the recommended style of the sample pages contained in this document.
8. **Margins:** (See next page)



X = page numbers can be placed in these spots. Be consistent.

9. **Spacing:** Double-spacing should be used in typing the practicum, except in those places where conventional usage calls for single spacing (footnote, indented quotations, large tables, bibliography or list of references, table and figure captions). Double-spacing means leaving one full-size line blank between each line of type on the page. Footnotes and bibliographical entries are separate by double spacing.
10. **Paragraphs:** The beginning of a paragraph at the bottom of a page must contain at least two lines of type. Likewise, a paragraph concluding at the top of a page must contain a minimum of two lines. To comply with this requirement, it may be necessary to end a page one typed line short of the margin. No extra space should be added between paragraphs at any time.
11. **Heading and Subheadings:** Centered heading that appear on pages with the two-inch margin must be uniform throughout in style. Subdivisions within a chapter (section) do not begin on a new page unless the preceding page is filled.
12. **Hyphenation:** Excessive division of words on the right margin should be avoided. No more than three successive lines may end in a hyphen. Never divide the last word of a page.
13. **Tables and figures:** If possible, tables should be typed in the same typeface as the text of the thesis. Figure captions, likewise, should be typed in the typeface of the text. The number and title of a table should comply in form with the APA style manual and be placed above the table. If the table is to be reduced, the table title should also be reduced. The number and caption of a figure should be placed below the figure. If the figure is to be reduced, the caption and figure number should be typed after reduction. A table or figure may be embedded in the text or placed on a separate page following the text where it is first cited. If the table or figure is to be placed on a separate page, no extra space should be left at the bottom of the preceding text page, i.e., the text should run continuously. Illustrations, tables, and figures should not be larger than the space within the margins on the typing guide sheet. Maps, tables, etc., which are larger than the ordinary page, must be reduced or folded to fall within the margins in such a way that they will not be sheared in trimming and binding. The page number for reduced pages must be typed after reduction.
14. **Bibliography, references or works cited:** The form of the entries should follow the policy of the APA style manual. If an entry needs to be split between two pages, there must be at least two lines of the entry on each page.

Practicum Submission

1. A pre-determined deadline for submitting the written practicum and for the practicum presentation will be set each term. The written practicum deadline

precedes the oral presentation. **Students are responsible to make themselves aware of all deadlines.**

2. An appointment should be made with Dr. Streater to review the completed practicum before the final copy is made. This step will save both time and money if corrections are required.

3. **Reminder:** Dr. Streater and the site advisor must sign the approval page.

Policy for Addressing Allegations of Misconduct in Scientific & Scholarly Research

Armstrong Atlantic State University has embraced the principal that honesty is an essential component of scholarly activity. Principal Investigators and other in positions of responsibility for the conduct of research and scholarly activity are expected to exercise reasonable supervision of those under their direction to ensure the integrity of the research or scholarly activity being conducted.

The University assumes primary responsibility for investigating and resolving allegations or scientific and scholarly misconduct by its campus community. This responsibility hold regardless of whether the activity involved was funded by external agencies. Assumption of this responsibility is consistent with the Code of Federal Regulations (CFR) at 45 CFR 689, through in some cases federal reporting requirements also pertain.

Sample Title Page

The Development of a Hospital Based

Child Safety

Workshop and Health Fair

BY

John Smith

**A Practicum submitted to the Faculty
of the Department of Health Sciences
at Armstrong Atlantic State University
in Partial Fulfillment of the
Requirements of the Degree
Bachelor of Health Sciences**

Savannah, Georgia

2005

Sample Approval Page

The Development of Folic Acid Awareness

**Training Seminars (FACTS);
A Program to Defend Against Birth Defects**

BY

Jane Doe

Dr. Sandy Streater, Faculty Advisor

Date

**Ms. Ella Williamson, Site Supervisor
St. Joseph's/Candler African American
Health Information and Resource Center**

Date

**PRACTICUM FACULTY ADVISOR, SITE SUPERVISOR
AND STUDENT RESPONSIBILITIES**

***Practicum Objectives must be attached to this form.**

The purpose of this form is to guide and direct the parties involved in the practicum by respecting their affiliation and working relationship with each other.

- The **faculty advisor (chair)** of the practicum committee has the responsibility to assure that:
 - The proposed practicum meets departmental criteria for practica.
 - The student has been informed of institutional policies and procedures (IRB) as they relate to the use of human and animal subjects for research purposes.
 - Communication is maintained with the site supervisor on an as needed basis to discuss the student's progress.
 - The practicum, in its final form, meets the appropriate format content mastery and standards set by the HS department.

- The **site supervisor** of the practicum committee has the responsibility to:
 - Determine that the practicum objectives are feasible and permissible.
 - Inform the student of institutional policies and procedures (IRB) as they relate to the use of human and animal subjects for research proposes.
 - Contact the faculty advisor if any concerns regarding the student's performance should arise.
 - Develop the work site schedule.
 - Assist in the documentation of the student's performance and practicum hours.

- The **practicum students**, in addition to doing the work and producing the practicum document, are responsible for:
 - Familiarizing themselves with, and adhering to these guidelines.
 - Being aware of all deadlines/submission dates for the practicum.
 - Obtaining liability insurance.
 - Submitting a College of Health Professions Medical Report for Faculty and Students to the Practicum Chair.
 - Submitting IRB approval from to Practicum Chair.

- The signatures of the practicum faculty advisor as well as the practicum site supervisor on the approval pages signify acceptance of the final document.

Student Signature

Date

Faculty Advisor Signature

Date

Practicum Site Supervisor Signature

Date

Health Sciences Practicum Approval
(COHP Medical Report must accompany this form)

Student's Name: _____

Course: _____

Semester: _____

Practicum Title: _____

Practicum Site: _____

Address: _____

Practicum Site Supervisor's Name: _____

Telephone Number: _____

I have reviewed the objectives submitted by this student and recommend approval for initiation of the practicum.

Approved By _____
HS Faculty Practicum Advisor

Date: _____

NOTE: One copy to advisor
One copy as appendix in practicum

**Site Supervisor
Practicum Evaluation Form**

Student Name: _____

Form Completed by Site Supervisor: _____

Date: _____

Using the scale provided, please circle the appropriate description for each item. Feel free to comment on any evaluation criteria, however, if the evaluation score on any particular item is either unacceptable or weak, a comment is required. Additionally, we would appreciate your comment on the overall evaluation. Please return this evaluation by student or mail to:

Dr. James A. Streater
Health Sciences Department
Armstrong Atlantic State University
11935 Abercorn Street
Savannah, Georgia 31419

I Promptness/Attendance:

Unacceptable weak acceptable good excellent

Comments:

II. Dependability: (i.e. reliability, timeliness, etc.)

Unacceptable weak acceptable good excellent

Comments:

III. Motivation:

Unacceptable weak acceptable good excellent

Comments:

IV. Quality of Work Produced: (i.e. acceptability of work performed, i.e. writing skills, accuracy, neatness, etc.)

Unacceptable weak acceptable good excellent

Comments:

V. Personal Skills: (i.e. communication, appearance, maturity, etc.)

Unacceptable weak acceptable good excellent

Comments:

VI. Professional Potential: (your estimation of student's future hireability and job performance)

Unacceptable weak acceptable good excellent

Comments:

VII. Overall Performance:

Unacceptable weak acceptable good excellent

Time Spent on Site: Unless otherwise agreed upon the student should spend approximately 10 hours per week on site. In your estimation did the student meet this requirement?

Comments:

Is there anything else that you think we should know about this practicum student?

**BHS Student Site
Practicum Evaluation Form**

Student Name: _____ Practicum Site: _____

Date: _____ Site Supervisor: _____

Using the scale provided please circle the appropriate descriptor for each item. Feel free to comment on any evaluation criteria, however, if the evaluation score on any particular item is either *unacceptable* or *weak*, a comment is required. Additionally, we would appreciate your comment on the overall evaluation. Please submit this form with your practicum.

I. Availability of Site Supervisor:

Unacceptable weak acceptable good excellent

Comments:

II. Quality of Supervision by Site Supervisor:

Unacceptable weak acceptable good excellent

Comments:

III. Professional Relationship with Site Supervisor:

Unacceptable weak acceptable good excellent

Comments:

IV. I Would Recommend this Site Supervisor for Other BHS Students:

Strongly Do Do Not Recommend with Recommended Strongly
Not Recommend Recommend Reservation

Comments:

V. Practicum Site's Contribution to Attainment of Practicum Objectives:

Unacceptable weak acceptable good excellent

Comments:

VI. Practicum Site's Contribution to Your Professional Potential:

Unacceptable weak acceptable good excellent

Comments:

VII. I would Recommend this Practicum Site for Other BHS Students:

Unacceptable weak acceptable good excellent

Comments:

VIII. Overall Practicum Experience:

Unacceptable weak acceptable good excellent

Comments:

Time Spent on Site: Unless otherwise agreed upon the student should spend approximately 10 hours per week on site. In your estimation did you meet this requirement?

Yes: _____ No: _____

Comments:

Is there anything else that you think we should know about your practicum experience?

**ARMSTRONG ATLANTIC STATE UNIVERSITY
COLLEGE OF HEALTH PROFESSIONS**

**MEDICAL REPORT FOR FACULTY AND STUDENTS
Annual Physical Exam**

Name:	Social Security #
Street Address:	City, State, Zip
<i>Date of Physical Exam (must be completed between May 1 and July 31)</i> _____ / _____ / _____	<i>Name of Examiner</i>
I have examined _____ and find that he/she has:	
1. <input type="checkbox"/> no evident health problems which could interfere with his/her performance of required clinical activities.	
2. * <input type="checkbox"/> the following health problem(s)/restriction(s) which may/may not interfere with his/her performance of required clinical activities. (*Please explain #2 or #2 if checked and attach additional pages if necessary.)	
3. * <input type="checkbox"/> significant health problem(s) which would interfere with his/her performance of required clinical activities.	
Signature of Health Care Provider:	Street Address/City/State/Zip Code

RETURN TO:

Armstrong Atlantic State University
Department of Health Sciences
11935 Abercorn Street
Savannah, Georgia 31419-1997

**ARMSTRONG ATLANTIC STATE UNIVERSITY
COLLEGE OF HEALTH PROFESSIONS**

**IMMUNIZATIONS AND SCREENING TESTS
Faculty and Students**

Name:		Social Security:	
PPD Date:		Result:	
<i>If PPD is positive, chest radiograph may be needed (Attach Physicians Evaluation) PPD must be done YEARLY.</i>			
Date of Radiograph: ____/____/____		Result:*	Size:
WAS THERE PROPHYLAXIS? <input type="checkbox"/> YES <input type="checkbox"/> NO			
If YES, indicate what the prophylaxis was or is?			

TETANUS VACCINATION DATE (within last 10 years) ____/____/____
--

HEPATITIS B SERIES (OPTIONAL)

Attach waiver if no vaccine has been received.

Date:	Date:	Date:	Date:
1 st Vaccine	2 nd Vaccine	3 rd Vaccine	Titer

MENINGITIS

Advised of Meningitis incidences and availability of immunization at Health Department <input type="checkbox"/> YES <input type="checkbox"/> NO
<input type="checkbox"/> Agrees to get immunization. <input type="checkbox"/> Does not agree to get immunization.

PREGNANCY

Advised of risks of exposure to high risk diseases during pregnancy (Hepatitis B, Rubella, Cytomegalovirus, etc.)
<input type="checkbox"/> YES <input type="checkbox"/> NO

RUBELLA

Date of Disease: ____/____/____	Titer (if available)	Date of MMR ____/____/____
---------------------------------	----------------------	----------------------------

CHICKENPOX

Has he/she had chickenpox?	EXPOSURE:
<input type="checkbox"/> YES (when?) ____/____/____ <input type="checkbox"/> NO	<input type="checkbox"/> YES (when?) ____/____/____ <input type="checkbox"/> NO

Attach copies of verifications of immunizations.

* Please attach additional pages if necessary.

Signature: _____ Date: _____

RETURN TO: Armstrong Atlantic State University
Department of Health Sciences
11935 Abercorn Street
Savannah, Georgia 31419-1997

**ARMSTRONG ATLANTIC STATE UNIVERSITY
COLLEGE OF HEALTH PROFESSIONS**

**HEPATITIS B DECLARATION FORM
Faculty and Students**

DEPARTMENT: _____

Name: _____	Major: _____
-------------	--------------

I understand that Hepatitis B is a severe and potentially life threatening illness. Hepatitis B vaccination significantly decreases my risk of being infected by the Hepatitis B virus. Therefore, I agree to take the prescribed series of inoculation and follow-up titer to assess antibody level, and a second series if necessary. I assume responsibility for all arrangements, costs, and complications arising from this vaccination procedure.

Signature: _____	Date: ____/____/____
------------------	----------------------

I understand that Hepatitis B is a severe and potentially life threatening illness. Hepatitis B vaccination significantly decreases my risk of being infected by the Hepatitis B virus. Nevertheless, I elect NOT to take the prescribed vaccination procedure, and assume responsibility for all arrangements, costs, and complications arising from not taking those vaccinations.

Signature: _____	Date: ____/____/____
------------------	----------------------

I have already received the vaccine.

Signature: _____	Date: ____/____/____
------------------	----------------------

The IRB Application is available in the Health Sciences Department front office.

You need not complete the IRB unless it is required by your practicum site.