

Documentation Required for CHDV Students Completing Field Experiences at an LCC/CHDV Community Field Placement Sites

- **Blood Borne Pathogens Online Training (Available on D2L)**
 - BBP training will be available on the **D2L** site under **Mandatory Testing** for CHDV courses with a field experience after classes begin (CHDV 111, CHDV 215, CHDV 220 and CHDV 284).
 - Students must complete the BBP training with a score of 80% or higher.
 - The BBP training is valid for one calendar year (i.e. August-August). Students who completed the training in the fall semester will not need to complete it in the spring/summer semester.

- **Michigan DHHS Central Registry Clearance**
 - Students who participate in a field experience course must have a Central Registry Clearance on file.
 - A Central Registry Clearance is good for two years.
 - Students will complete the Central Registry Clearance Request Form (DHS-1929) before the first day of field placement. Once the course begins submit the results to your course instructor in class.
 - Individuals requesting a Central Registry Clearance on themselves who are Michigan residents should go to **Michigan DHHS Central Registry Clearance** for more information and to complete the form.

- **ICHAT Criminal Background Check**
 - The Internet Criminal History Access Tool (ICHAT) allows the search of public criminal history record information maintained by the Michigan State Police, Criminal Justice Information Center.
 - The ICHAT is good for 2 years.
 - The ICHAT can be completed through the **Michigan.gov website** or <https://apps.michigan.gov/#>
 - Tutorials for completing the ICHAT can be found online at **Michigan.gov** or <https://apps.michigan.gov/Home/Tutorials>
 - There is a \$10.00 fee paid online.
 - A copy of the ICHAT is submitted to your course instructor in class.

CHDV 284 Students ONLY!

Field experiences requiring more than 4 hours per week in the field placement are required to submit additional documentation for state licensing and NAEYC accreditation requirements.

- **Tuberculin Skin/TB Test**
 - Required proof that student is free from communicable tuberculosis (**R400.8128**).
 - TB Skin Testing is available at the **Ingham County Health Department** or from a physician.
 - A copy of your TB Test result is submitted to your course instructor in class.

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