



GERO 130/131 Clearances are DUE –ONE MONTH-- before the first class session.

This means you must be **cleared** in CastleBranch (and MyCE if you are with Sutter and Mercy). Please note:

- A TB renewal, flu shot, drug test, and other medical requirements may take from 1-4 weeks.
- CastleBranch may from 2-4 weeks to review and clear test results.
- A background check may from 2-4 weeks to complete in CastleBranch
- There may be false positives or complications that require further testing and take more time.
- MyCE may take up to 2-4 weeks to get set up.

Please start the process as soon as you have formally heard back from Dr. O. that your Practicum site is confirmed (usually at the end of the semester prior to your taking GERO 130) to be sure you are cleared on time.

130/131 students need **HIPAA** and an **up-to-date TB test**. You have completed your HIPAA for 101. Your TB expires after one year. The renewal TB test is a 1-step TB, meaning your doctor does a skin test and then reads a week later. For details, go to www.csus.edu/gero and click on "CastleBranch Instructions GERO 101, 103, 130, 131."

Eskaton:

In addition to HIPAA and an up-to-date TB, students **doing an internship at all Eskaton** agencies will need to have the following cleared in **CastleBranch**:

1. **Flu Shot** – you will need a new one each year. Please upload your documentation from the doctor into **CastleBranch** in LK49im. You may have to wait for the current year's flu shot to become available and you can opt out if you wear a face mask during flu season.
2. **Background Check** – you will need to order the Background Check package in CastleBranch. To do this, go to <https://discover.castlebranch.com/>, click "place order," and enter **LK49bg** for **\$42**.

Sutter and Mercy:

In addition to HIPAA and an up-to-date TB, students **interning with Sutter or Mercy** will also need to be cleared in **MyClinicalExchange**. You will need to purchase a 12-month subscription for **\$39.50** at <https://www.myclinicalexchange.com>

Students with **Sutter or Mercy** will also need the following:

1. **Email melanie.saeck@csus.edu AT LEAST 2 weeks before the semester starts with:** A.) The **days and times** you will work. B) Your internship **supervisor's name**. C.)The **name and address** of your facility.
2. **Flu Shot** – Please get the flu shot each year or you may formally decline in MyCE and wear a mask while you are at your internship. You will need to complete the process for the flu shot documentation in **MyCE** AND upload your documentation from the doctor in **CastleBranch** in LK49im.
3. **BLS/CPR**– Please do this and upload your documentation into **MyCE**.
4. **Photograph** – Follow the same requirements as a passport photo and upload this into **MyCE**.
5. **All training sessions, exams, and documents you are prompted to do in MyClinicalExchange.**
6. **Background Check** – you will need to order the Background Check package in CastleBranch. To do this, go to <https://discover.castlebranch.com/>, click "place order," and enter **LK49bg** for \$42.
7. **Drug Screen** - You will need to get a 7-panel drug screen. Then you will need to **order the drug screen package in CastleBranch**. To do this, go to <https://discover.castlebranch.com/>, click "place order," and enter **LK49dt** for **\$35**. Please ALSO upload into **MyClinicalExchange**.
8. **Health Screen** - You will need to get a health screen. Then upload your documentation from the doctor in **CastleBranch** in LK49im. Please ALSO upload into **MyClinicalExchange**.
9. **Immunizations/etc.: rubella, rubeola, mumps, varicella zoster, TDaP, hepatitis B** - You will need documentation that all of these immunizations and tests are up to date. Please upload your medical documentation into **CastleBranch** in LK49im.
10. **Bloodborne Pathogen Training** – Please contact the Gerontology Department office for details.

All Other Internship Locations:

You are required to do all clearance procedures required by your agency.



Agency List

ACC Senior Services	Fairfield Senior Day Program
Alzheimer's Association	First Call Hospice
Alzheimer's Aid Society of Northern CA	Frances House
American Heart & Stroke Association	Golden Pond
Area 4 Agency on Aging	Heritage Oaks
Asian Community Services (ACC)	Lambert Wealth Advisors
Asian Resources	Leading Age
Ballet Studio	Life Steps
Bristol Hospice	Loaves & Fishes
California Department of Aging (Ombudsman)	Meals on Wheels (ACC)
California Senior Legislature (CSL)	Mercy Housing (all sites)
Carlton Plaza Senior Living - Admin (Davis)	MSSP (Cal Health Collaborative)
Carlton Plaza Senior Living - Activities (Sac)	New York Life (AARP)
Center for Serving LGBT	Oakmont of Carmicheal
Chateau at Capitol - Activities	Oakmont Roseville
Chateau at River's Edge - Admin	Ombudsman (housed in Area 4 Agency on Aging)
CSUS Cardiovascular Wellness Program	Revere Memory Care Center
Del Oro Caregiver Resource Center	Revere Memory Day Club
Elder Care Management (w/ Senior Care Solutions)	River's Edge Church
Elder Options	Sacramento Public Library
Eskaton ADHC	Sacramento Senior Safe House (Volunteers of America)
Eskaton Care Center Fair Oaks - Activities	Senior Care Solutions
Eskaton Care Center Fair Oaks – Nursing Adm.	Senior Legal Hotline (See Legal Services)
Eskaton Care Center Fair Oaks - OT/PT	Sierra 2 Senior Center
Eskaton Care Center Fair Oaks - Social Services	Snowline Hospice
Eskaton Care Center Manzanita Activities	Social Security Administration
Eskaton Foundation	Society for the Blind
Eskaton Lodge Gold River - Memory	Stanford Settlement Neighborhood Center
Eskaton Lodge Granite Bay	Suisun Senior Center
Eskaton Greenhaven - Staff Development	Sunrise Senior Living (all sites)
Eskaton Strategic Planning	Sutter Hospice
Eskaton Greenhaven – Nursing Adm.	Sutter Senior Care - PACE
Eskaton Greenhaven - OT	Triple R (Hart)
Eskaton Monroe Lodge	UC Davis Alzheimer's Diagnostic Center
Eskaton Quality & Compliance	UC Davis Hospice/Bereavement
Eskaton Village Carmichael – Activities (Independent)	Whitney Oaks
Eskaton Village Carmichael - Activities (ALU)	Woodland Senior Center
Eskaton Village Roseville Administrator	YMCA
Eskaton Village Roseville Memory Care	Yolo ADHC
Ethel Hart Senior Center	Yolo Healthy Aging Alliance
	Yolo Hospice