

Phlebotomy for Healthcare Workers Certificate Program

Health Requirement Checklist available here: stcc.edu/healthservices

Health records (e.g. forms, vaccination, lab/imaging reports, etc.) may be submitted as follows:

In Person	Health & Wellness Center, Building 19, Room 177
Online	Workforce Dropbox Direct link: tinyurl.com/2p8u4svy
Fax	(413) 755-6045
Release Request	Complete a Health Record Release Form in person

Due 2 Weeks Prior to the Start of Classes:

Auth. to Release Info. to Fieldwork Sites Form - Complete the form at tinyurl.com/yhkr6whb

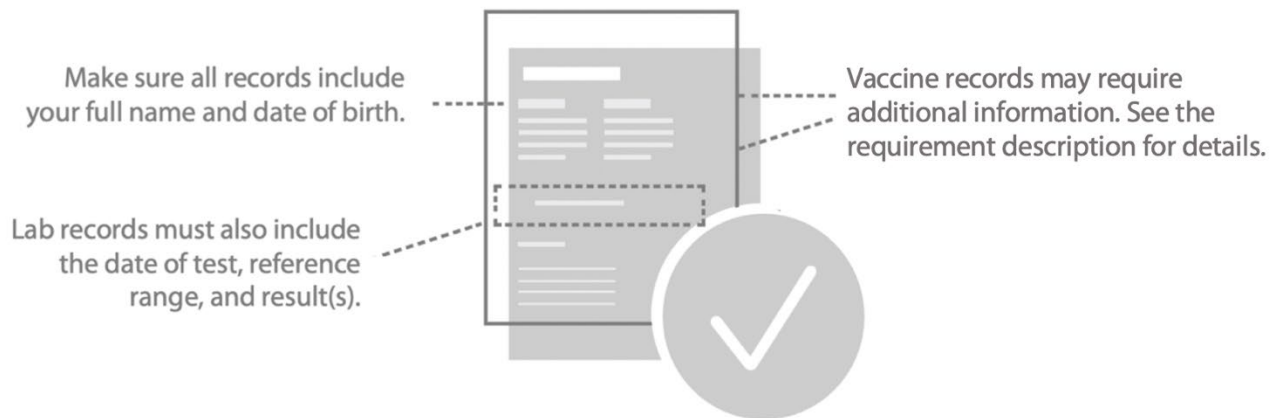
Immunization/Immunity Records:

tetanus, diphtheria and pertussis (TDaP) - vaccine must have been administered within the past 10 years

hepatitis B - 3-dose vaccine series (or 2-dose if HEPLISAV-B™)

OR titer (surface antiBODY, anti-HBs) results showing immunity OR [signed declination form \(link\)](#)

- To upload records to the [Workforce Dropbox](#), you must first create a Dynamic Forms account using your personal email address. If you do not have access to your student ID, enter 0000000 or you may contact the Workforce Development Center 413-755-4225 or the Health & Wellness Center for assistance (413)755-4230 / [LIVE CHAT](#).
- Parking, textbook and course inquiries may be directed to the Workforce Development Center.



For more information, contact the Health & Wellness Center at stcc.edu/healthservices.

The deadlines for record submission are set by the Workforce Development Center and must be submitted on time. Students who fail to meet the requirements set above may not be cleared for lab work which may result in inability to complete the certification. Extensions to deadlines are granted in certain situations such as when the student is in the midst of completing a certain vaccination series. Deadline extension requests must be submitted in writing to the Director of Health Compliance: compliance@stcc.edu. All requests will be reviewed on a case by case basis. Submission of a deadline extension request does not guarantee an extension will be granted.