

# VA Boston Healthcare System

## Returning Faculty Credentialing 2012-2013

### 1. Health Information

- **TB:** test results within 1 year of placement. If Chest X-Ray is provided in place of PPD, it is required that it be within 1 year of placement. If CXR is older than 1 year, a letter from the health care provider is required specifying that the person is free from symptoms. This letter is required to be within 1 year of placement and **cannot expire during the current semester.** TB results cannot expire during current semester

### 2. Online Orientation: Complete the following orientation programs **ANNUALLY** prior to placement:

- VHA Mandatory Training for Trainees <http://www.tms.va.gov/plateau/user/login.jsp> (separate Instructions attached)
- Massachusetts Centralized Clinical Placement Online Orientation <http://www.mass.edu/mcncps/orientation/welcome.asp> Complete all 3 modules; Print certificate and bring to credentialing session
- VA Boston Healthcare System Orientation Supplement for clinical trainees [clinical trainees orientation material\Manual\\_ORIENTATION\\_SUPPLEMENT\\_for\\_Clinical\\_trainees\\_Revised\\_10-7-11.doc](#) print and sign page 14

### 3. Credentialing

- Current Licensure information on VA form 4682-2(updated on even years)



faculty licensure.pdf

- Current BLS certification (updated every two years)
- WOC form for returning faculty completed every semester



Faculty WOC.doc

FAX completed forms to 774-826-1268 prior to the start of your first clinical date.

### 4. Computer Application Class-

1. Please attend computer application class with students in your clinical group assist class instructor with student issues during class and to verify your ability to sign on.
2. If you have any computer related issues please email or call Judith Wendt at [Judith.Wendt@va.gov](mailto:Judith.Wendt@va.gov) 774-8261323  
Or Laurie Saren at [Laurie.Saren@va.gov](mailto:Laurie.Saren@va.gov) 774-826-3225  
Do not call any other VA departments – we will be happy to assist you!