

## Tuberculosis (TB) Risk Screening Requirement:

Please ensure that you complete each step.

1. Logon to the secure Wellness, Health & Counseling Services (WH&CS) [Student Health Portal](#) with your UCINetID and password.
2. Click on “**Forms**” on the left sidebar on the portal homepage.
3. On the “**Compliance Forms**” page, select “**New Student Requirement - High Risk Tuberculosis Screening Questionnaire**”.

The questionnaire consists of five (5) simple questions to help us assess your risk of TB. There is nothing to prepare in advance. Please answer all five (5) questions.

4. Submit your responses.

Students who show risk factors may be contacted by the Student Health Center via secure message through the WH&CS Student Health Portal for additional information or to arrange for TB testing if necessary. Alternatively, the student may be asked to have SHC’s **TB Health Assessment Form** completed and signed by their primary care physician or other licensed healthcare provider. This downloadable form is available on the [Admission Health Requirements](#) page on SHC website.

Once this form is completed and signed by the student’s physician or other licensed health care provider, the student should return to the portal and upload the completed form (see step #7 below for instructions). The form must be uploaded before you attend classes. If you have any questions, refer to the frequently asked questions below. If additional information or clarification is necessary, students will be sent a follow-up secure message from SHC via the WH&CS Student Health Portal.

5. Students who do not show risk factors for TB as indicated by their responses on the **High Risk Tuberculosis Screening Questionnaire** are not required to complete/submit a **TB Health Assessment Form**.
6. After submitting your TB screening responses, return to the “**Compliance Forms**” page. Select “**Immunizations – New Student Requirement**”. Enter and submit the required information and upload your immunization records.
7. To upload documents from within the secure Wellness, Health & Counseling Services (WH&CS) [Student Health Portal](#):
  - a. Sign into the portal with your UCINetID and password.
  - b. On the portal home page, click on “Immunization/TB Upload” on the left menu bar.
  - c. On the “Immunization/TB Upload” page, click on the “Add Immunization Record” button and navigate to your scanned completed document (e.g., *TB Health Assessment Form*, immunization records, etc...). **Acceptable file formats include: PNG, JPG, JPEG, GIF.**

- d. Apply a relevant name to your document for ease of retrieval by SHC staff (e.g., “Immunization Record”, “TB Form”, etc...).
- e. Click on “Save” to complete the upload.

### Frequently asked Questions: Tuberculosis Screening Requirement

**Q. When must I submit my Immunization Records/TB screening online?**

A: It is the intent of the UC policy that these requirements be completed prior to entry to the University. Therefore, you should enter your vaccine immunization information and complete the **High Risk Tuberculosis Screening Questionnaire** as soon as possible and prior to the start of the Fall Quarter (or Semester for Law students). However, UCI allows a “grace period” for compliance with both the TB screening and immunization requirements. **Students must complete all requirements by the 4<sup>th</sup> Friday of October during the Fall Quarter in which they have entered UCI. For Law Students, the deadline is the 3<sup>rd</sup> Friday of October during the Fall Semester in which they have entered UCI. If the deadline is missed and the student is non-compliant, SHC will place “Type 2” academic holds on the student’s record that will prevent the student from enrolling in classes for the Winter Quarter (Spring Semester for Law students).**

**Q: What does the Tuberculosis (TB) clearance process look like?**

A: The 1st step in complying with this requirement is to complete a “**High Risk Tuberculosis Screening Questionnaire**” online. If your TB Risk Screening shows that you have no risks factors for TB, you will should expect to receive a secure message from WH&CS/Student Health Center confirming that you are compliant with this requirement. If your TB Risk Screening shows you to be at higher risk:

- ✓ You will need to have further testing completed by your Primary Care Provider or other licensed healthcare provider.
- ✓ Download the **TB Health Assessment Form** from the website and take it to your Primary Care Provider or other licensed healthcare provider.
- ✓ Once any additional TB testing is complete and your physician or other licensed healthcare provider has determined that you are free of active TB, the provider must complete and sign the form.
- ✓ Logon to the secure Wellness, Health & Counseling Services (WH&CS) [Student Health Portal](#) and upload the completed and signed **TB Health Assessment Form** for submission to SHC. See step #7 above for instructions regarding uploading documents.

**Q: I was asked to complete a “TB Health Assessment Form” but have lost the form?**

A: This form is accessible and downloadable from the [Admission Health Requirements](#) page on the SHC website. Reminder: Students who do not show risk factors for TB as indicated by their responses on the **High Risk Tuberculosis Screening Questionnaire** are not required to complete/submit a **TB Health Assessment Form**.