

Frequently Asked Questions

For future KP Students and Instructors



FAQ Topics

- General Questions
- Drug Screen
- Background Check
- Fit Testing/Isolation Patients
- Vaccinations
- LA County Fire Safety Card
- KP Employees who are students or faculty

General Questions:

Q. I am a student, and I am interested in completing my clinical rotation at Kaiser Permanente, what do I have to do?

A. Kaiser Permanente Southern California (KPSC) requires a current affiliation agreement (contract) with your school and program.

*If a current affiliation agreement (contract) is in place, your *Clinical Coordinator/designee must submit an electronic application via www.nursingpathways.*

**This refers to the school's program specialist who places students at facilities for clinical rotations (i.e. internship*

coordinator, practicum coordinator, and/or preceptorship coordinator).

Q. If my school's program has a current contract (agreement), does this mean that I will automatically be approved for clinical placement?

*A. Once your Clinical Coordinator/designee has submitted an electronic application, the Medical Center Academic Liaison will collaborate with the appropriate Department Leaders to determine if there is **capacity** and **willingness** to accept student(s).*

Q. I am in a graduate program and need to complete a project. Since this is not a clinical request and I will not interact with patients, does there need to be a current affiliation agreement (contract) in place?

A. Yes. KPSC requires a current affiliation agreement (contract) with your school and program for all types of requests (e.g., cohort, preceptorship, project, research, etc.).

If a current affiliation agreement (contract) is in place, your Clinical Coordinator/designee must submit an electronic application via www.nursingpathways.

Q. If I am a graduate student and I have a quality improvement project, do I still need to go through Kaiser's Institutional Review Board (IRB)

A. If approved by the Academic Liaison to complete your project within KP, you will also need a decision or approval from the Kaiser Permanente Institutional Review Board (IRB). Your Academic Liaison will provide you with the

appropriate form and help guide you during the submission phase.

Q. If I am planning to conduct a project (Capstone, Quality, Research) is it necessary that I have a preceptor?

A. Yes, you will need to work with the Academic Liaison and Department Manager/ or Department Administrator (DA) to identify a Medical Center KP employee for the oversight of your project. Examples of this person may be the Manager, DA, Advanced Practice Nurse, Educator, etc.

Q. I am interested in obtaining a degree in Health Care Education and I would like to observe a Patient Education class (e.g., Center for Healthy Living: Nutrition). How do I do this?

A. Contact your local Medical Center Academic Liaison/designee and obtain written approval from the direct supervisor of the area of observation. The student will complete the Kaiser SCAL Observer of Care – Shadowing Policy (SC.SCPMG.HR.015) pre-requisite provided by the Academic Liaison/designee prior to the observation date.

Q. I am in an online program, and I need to observe a Kaiser Permanente Health Care Professional. How do I get permission to follow this person?

A. Contact your school's Clinical Coordinator/designee to submit an electronic application.

Q. I am a high school student, and I am interested in a health care career. Are there any opportunities for me to learn and help in the hospital?

A. Contact your desired Kaiser Permanente Medical Center Volunteer Services Department and inquire about the ability and capacity for this request.

Drug Screening:

Q. What drugs do I need to be tested for?

A. Kaiser Permanente requires all the following drugs to be tested for and listed on the results:

- amphetamines
- barbiturates
- benzodiazepines
- benzoylecgonine (cocaine)
- marijuana
- meperidine (Demerol)
 - **Meperidine (Demerol) is an opioid, but MUST be tested and reported separately within the results**
- methadone
- opiates
- oxycodone
- phencyclidine (angel dust)
- propoxyphene.

KP employees concurrently enrolled in an affiliated school and program are exempt from completing a drug screen.

Q. How current does my drug screening need to be?

A. *The drug screen must be dated 90 days from the start of your program. “If the program participant discontinues participation in the program for more than one consecutive semester, a new background check and drug screen will be required.” (SC.QRM.PCS.026).*

Background Check:

Q. Where do I get a background check?

A. Please contact your school's Clinical Coordinator/designee for background check requirements and locations.

Q. What does my background check need to include and how do I show proof?

A. Background checks must include the following information:

- Verification of legal name*
- Verification of Social Security Number*
- Verification of address*
- 7 years of residence/background/criminal history in residing counties*
- Sex offender database search*
- Felony and misdemeanor criminal record search*
- Federal criminal record search*
- Search through applicable professional certification or licensing agency for infractions if student holds professional license or certification*

Q. How current does my background check need to be?

*A. Within 90 days from the start of your program. “If the program participant discontinues participation in the program for more than one consecutive semester, a new background check and drug screen will be required.”
(SC.QRM.PCS.026).*

KP employees concurrently enrolled in an affiliated school and program are exempt from completing a background check.

Q. What if I have an offense on my criminal record?

A. Your Clinical Coordinator/designee will report any pertinent criminal record findings to the Academic Liaison. Kaiser Permanente Human Resources will determine whether you will be accepted.

Fit Testing/Isolation Patients:

Q. Do students/faculty take care of airborne isolation patients or get fit tested for the N-95 mask?

A. At the discretion of the Medical Center, students working in the hospital may care for patients diagnosed with airborne illnesses. As a part of their clearance for clinicals, all students caring for these patients must be fit tested.

Fit testing is the responsibility of the student and Academic Institution.

Student and Academic Institution to investigate type of respirators used at Medical Center.

Vaccinations

Q. Can I decline any of the vaccinations and sign a waiver?

A. Kaiser Permanente (KP) does not allow students or instructors to decline any vaccinations. KP employees may not decline vaccination.

Exception: COVID-19 vaccination exemption allowed for Medical or Religious reasons. School must approve exemption. If KP employee, KP must approve exemption.

Q. If I cannot or will not get the flu vaccine during the current flu season (i.e., Oct – May) can I complete a rotation on a Kaiser Permanente (KP) campus?

A. No. Kaiser Permanente requires all students and instructors to have the flu vaccine for the current flu season, regardless of KP employment status.

LA County Fire Safety Card

Q: Are students/faculty required to have annual fire safety training and certification?

A: This requirement is location specific. Please follow up with the Academic Liaison from your Medical Center.

KP Employees who are students or faculty

Q. I am an employee of Kaiser Permanente; how do I complete my student rotation?

A. Your school and program must have a current affiliation agreement (contract) with Kaiser Permanente Southern

California (KPSC) & Hawaii. For questions about whether your program is affiliated with KPSC, please contact your school's Clinical Coordinator/designee.

Q. If I am a KP employee, do I have to follow the pre-requisite process on the Nursing Pathways site?

A. Yes, all students are required to complete the pre-requisites (e.g., forms, readings, education, etc.).

Q. I am a current KP employee, do I need to complete the background check, drug screen, immunization record, and other clearances?

A. *As a KP employee concurrently enrolled in an affiliated Kaiser Permanente Southern California (KPSC) & Hawaii school program, you are not required to complete a background check, drug screen, or provide immunization records. Exception: Proof of influenza, COVID-19 vaccination and COVID-19 boosters are required.*

Q. As a Kaiser employee, Kaiser did not approve my COVID vaccine medical exemption, but my school did, can I still complete my clinical experience within a Kaiser facility?

A. No

Q. I am a current KP employee, do I need to complete all the KP Learn modules required of students?

A. *If you have already completed the assigned student KP Learn module(s), you do not need to repeat the education*

unless it has expired. All assigned student KP Learn module(s) must show “completed” within your transcripts.

Q. I am a current KP employee, and I always refuse the flu shot. Can I refuse this vaccine as a student?

A. No

Q. As a Kaiser Employee, I am interested in completing my project within my unit/department. If this project benefits my unit/department, do I still need clearance?

A. Yes. A current affiliation agreement (contract) between your school’s program and Kaiser Permanente is required. Your school’s Clinical Coordinator/designee will need to submit an electronic application for this project.

Q. Can I complete my project or be assigned to a clinical rotation within my work unit/department?

A. KP employees and faculty who are also Students may complete their unpaid field experience and training within their assigned work unit/department and require the written approval of their direct supervisor. Such written approval must be provided to their local Medical Center Academic Liaison/designee.