Instructions for completing UCLA Health – Volunteer/SRP Health Clearance Requirement

1. Gather all of your Immunization Records and have ready for uploading.
2. Log in to the Ashe Patient Portal and click “Appointments”
3. Select “UCLA Health-Volunteer/SRP Health Clearance Requirement” and complete the form below:

**Compose New Secure Message for Patient 4 Test**

**Recipient:** PROVIDER, SELF COLLECTED LABS

**Message Type:** UCLA Health Volunteer/SRP Health Clearance

**Subject:** UCLA Health - Volunteer/SRP Health Clearance

**Attachments:** Add attachment...

Upload Immunization Records and Declination forms using the Add attachment link

To submit Immunization Records, please attach them using the “Add attachment” feature. You will not be cleared unless you have submitted all supporting immunization documentation. Please confirm you want to proceed by checking the box below.

**UCLA Health-Volunteer/SRP Health Clearance Requirement**

Below is the list of medical requirements for the UCLA Immunization Requirement. Please select which testing you need completed.

**Measles, Mumps, and Rubella (MMR)**
ONE BLOOD TITER indicating immunity to MMR
- Yes
- No

**Varicella**
ONE BLOOD TITER indicating immunity to VARICELLA
- Yes
- No

**Tuberculosis (TB) Screening**
- T-Spot IGRA Blood test
- Yes
- No

- T-spot blood test must be collected before 3:45 pm.

**Chest X-Ray**
Only if you have a documented positive TB Blood test
- Yes
- No

**Tetanus, Diphtheria, Pertussis Vaccine (Tdap)**
- Using the Add Attachment option, upload a copy of your Tdap vaccine administered in the past 10 years or complete the Tdap Declination Form (http://www.studenthealth.ucla.edu/FormsDocuments/TDAP_DECLINATION_2018.pdf)
- If you want to get a Tdap vaccine, please schedule an appointment in our Immunization Clinic by calling 310-825-4073

**Hepatitis B (volunteers are strongly recommended to be vaccinated immune to Hepatitis B. It is not required for all volunteers.)**
- Using the Add Attachment option, upload a copy of your Hepatitis B vaccines or complete the Hepatitis B Declination form (http://www.studenthealth.ucla.edu/FormsDocuments/HEPATITIS_B_VACCINEDECLINATION_2018.pdf)
- or request a blood test to screen for immunity
ONE BLOOD TITER indicating immunity to Hepatitis B
- Yes
- No

You will receive an auto-response that your form has been successfully submitted. Do not go to the lab until you have received a message indicating that your lab tests have been ordered.

Varicella titers can take up to 2 business days to come back. MMR and T-spot results are between 2-3 business days. You will be sent a secure message once your Clearance is complete. A Letter will be posted on the Patient Portal for you to turn into the UCLA Health Volunteer Office.

The fees are listed on the Fees and Eligibility (http://www.studenthealth.ucla.edu/Lists/ChannelContent/CustDispForm.aspx?ID=78&Title=Fee%20and%20Eligibility&Channel=Services) page on the Ashe website.

**Once your clearance has been completed, you will receive a secure message notifying you to check the Letters section on the Patient Portal.**