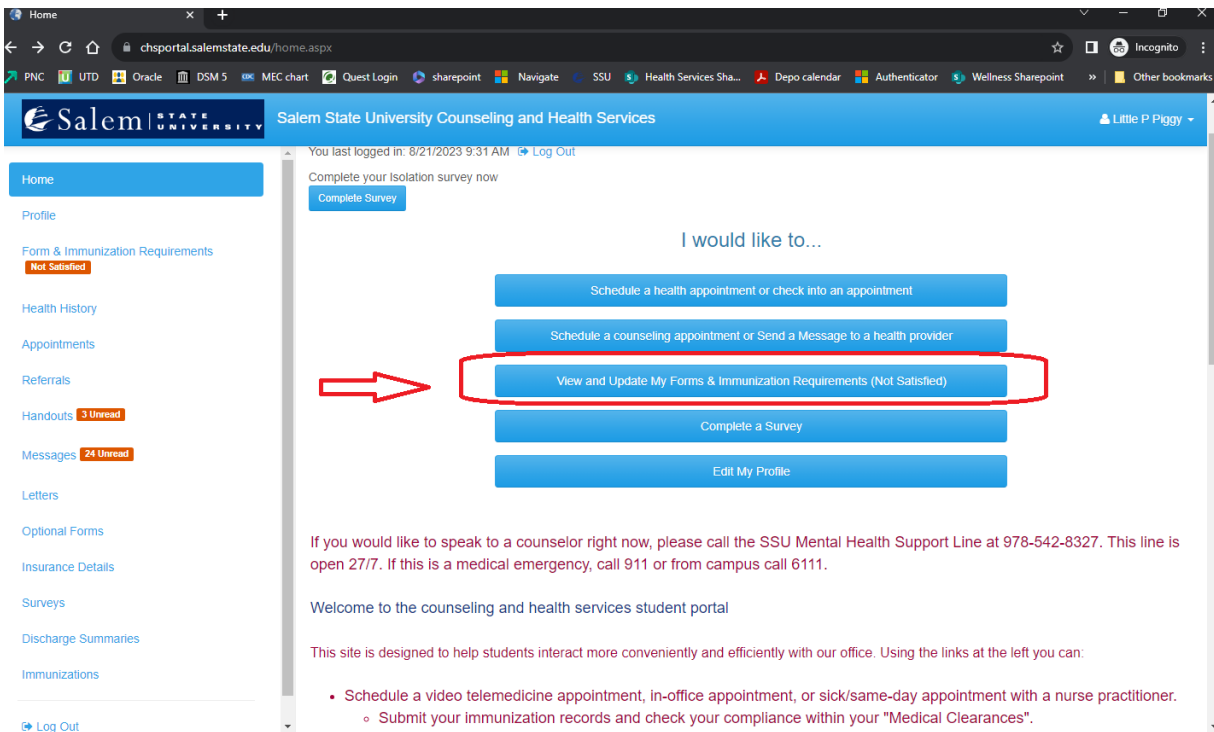
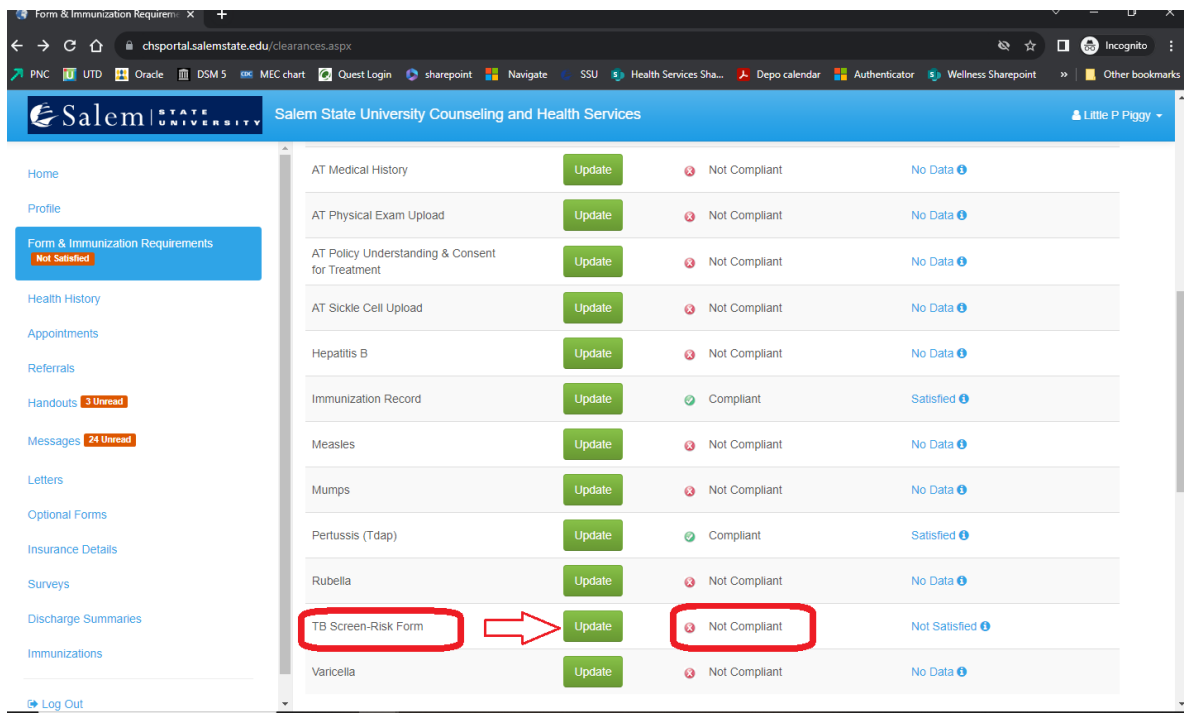


## How to Complete the TB risk form/Upload Immunizations to the Health Portal

1. Go to salemstate.edu/chs
2. Sign in using your student ID **"S0123456"@salemstate.edu** & password
3. Click on "View and Update My Forms & Immunization Requirements" (3<sup>rd</sup> blue button)



4. The next page will bring you to all of the items that you need for clearance. Anything with a "non-compliant" needs to be completed. In this example, there are multiple items that need to be updated. Click on the green update button and either answer the questions (as in the TB risk form) OR enter the dates of your vaccines for each vaccine you received.



5. When you are finished entering in your information, make sure to upload an image of your records here:

The screenshot shows the 'Form & Immunization Requirements' page for 'Little P Piggy'. The page lists various medical history items with their status and an 'Update' button. The 'Immunization Record' row is highlighted with a red rectangle, showing a green checkmark and 'Compliant' status.

| Item  | Status           | Details          |
|---|------------------|------------------|
| AT Medical History                              | Not Compliant    | No Data          |
| AT Physical Exam Upload                         | Not Compliant    | No Data          |
| AT Policy Understanding & Consent for Treatment | Not Compliant    | No Data          |
| AT Sickle Cell Upload                           | Not Compliant    | No Data          |
| Hepatitis B                                     | Not Compliant    | No Data          |
| <b>Immunization Record</b>                      | <b>Compliant</b> | <b>Satisfied</b> |
| Measles   | Not Compliant    | No Data          |
| Mumps   | Not Compliant    | No Data          |
| Pertussis (Tdap)                                | Compliant        | Satisfied        |
| Rubella   | Not Compliant    | No Data          |
| TB Screen-Risk Form                             | Not Compliant    | Not Satisfied    |
| Varicella                                       | Not Compliant    | No Data          |

When you are done, scroll to the top of the page and check for “Overall clearance” – if it is green, then you are all set

The screenshot shows the 'Form & Immunization Requirements for Little P Piggy' page. The 'Overall Clearance Status' is highlighted with a red rectangle and a red arrow pointing to it, indicating it is 'Not Satisfied'. Below this, there are sections for 'Physical Exam Date', 'Completed Disclosure', 'AT Insurance Card', and 'Items required for clearance'.

**Overall Clearance Status:** Not Satisfied

**Physical Exam Date:** None

**Completed Disclosure:** None

**AT Insurance Card:** None

**Items required for clearance:**

| Clearance                                  | Status        | Details   |
|--|---------------|-----------|
| Annual Consent to Treat and Bill           | Compliant     | Satisfied |
| AT Concussion Acknowledgement              | Not Compliant | No Data   |
| AT Insurance Acknowledgement & Information | Not Compliant | No Data   |
| AT Insurance Card Upload                   | Not Compliant | No Data   |