

Compliance FAQ

Why is compliance required?	Compliance requirements align with site contractual/legal expectations and practices that have become standard in the healthcare industry and are required to meet the legal liability for your field experience within a healthcare setting. The compliance requirements help to reduce communicable diseases in the healthcare setting, ultimately keeping you, patients, and healthcare workers safe during your field experiences.
I am an employee of the site; do I need to complete compliance?	Yes, you will need to complete the compliance requirements. You are not considered an employee during your field experience, even if you are employed at the same site. Your employment status and your field experience are not interconnected.
How do I upload my compliance documents?	To submit your compliance documentation, you will need to order an immunization-tracking package within your American DataBank account. The website address is https://wgu.compliance.com .
Is there a fee for compliance?	Yes, the immunization-tracking subscription is a student incurred fee. There may be fees associated with the purchase of additional site-specific compliance items (i.e., drug screening, updated background check if necessary, etc.) Please refer to the American DataBank website for the specific costs.
When does my compliance need to be complete?	You should begin working on Compliance immediately following the Clinical Information Session. Your ADB/Complio account must be fully compliant, a minimum of one month prior to your field experience.
Can I send my compliance documents to Clinical Learning and Placement Support?	No, please do not send any personal health records to the University, as WGU cannot accept or store personal health information in accordance with HIPAA regulations. All compliance documentation must be submitted to your account within the American DataBank.
How do I submit a copy of my nursing license?	You can obtain the documentation for your RN license from your state-specific Board of Nursing website or Nursys online service. Nursys' website address is https://www.nursys.com . To submit proof of your current nursing license, you can upload a screen capture or picture.
Do I need a background check if I completed one during enrollment?	The background check that you completed upon admission to WGU is valid for two years. If your background check is more than two years old, you will need to purchase a new one in order to meet your compliance requirements. There may also be the request of a site-specific background check. If an additional background check is required, you will be notified by Clinical Learning & Placement Support.
My site requires a drug screen; where can I obtain one?	You will need to order a drug screening through the American DataBank. Once the order is complete, you will receive an email with details on where to go to provide your sample to complete this requirement. We can only accept a drug screening ordered and completed through American DataBank.
My site requires a physical exam; is there a specific form that needs to be filled out?	The physical form was included in your "Compliance Requirements Needed" email, but it can also be accessed on the BSNU LANDING PAGE . You will upload your completed physical exam form to the Miscellaneous Sub-Category within your American DataBank account.
My employer does not require a current TB screening; do I need to complete one?	Your employer may not require an up-to-date TB screening for your employment; however, your employment status and your field experience are not interconnected. Therefore, to complete the compliance requirements, you will need to show proof of a current TB screening.
What if I cannot remember my username or password?	Unfortunately, WGU cannot assist you with logging into your compliance account with the American DataBank. To reset your password or to obtain your login credentials, please contact the American DataBank helpline at (800) 200-0853

