

1. Log into your Michener Student Portal: <https://students.michener.ca/pcssd/Home.aspx>
Use the username and password that you received when you first applied to Michener.

The screenshot shows the Michener Self-Service portal. At the top, there is a navigation bar with the title "Michener Self-Service" and a menu with tabs for "Home", "Admissions", "Health Services", "Continuing Education", "Finances", "Grades", and "My Profile". Below the menu, there are links for "Student TimeTable", "QI 2015", "WWS 2015", "2014SuppApp", and "2014StudentConsent". The main content area features a large banner with the Michener Institute logo and the text "Self-Service". The banner includes images of a student in a white lab coat, a student in a red lab coat, and a student in blue scrubs operating an ultrasound machine. Below the banner, there is a "Students" section with a list of links: "Find Courses", "Register", and "Upload Health Documents". At the bottom of the page, there is a footer with the text "PowerCampus® Self-Service 8.5.2 · Copyright 1995 - 2014 Ellucian Company L.P. and its affiliates."

2. Click the 'Health Services' Tab. For more information on health requirements expand the drop down list.

The screenshot shows the Michener Self-Service portal. The 'Health Services' tab is selected and circled in red. Below the navigation bar, the 'Health Services' section is expanded, showing two dropdown menus: 'Mandatory Entry Requirements' and 'Clinical Requirements', both with red arrows pointing to them. The 'Mandatory Entry Requirements' dropdown is expanded to show a list of requirements: 1. Immunizations Requirements Form, 2. Laboratory reports for: a. Chicken Pox (Varicella), b. Measles, c. Mumps, d. Rubella, e. Hepatitis B, and 3. Vulnerable Sector Check. The 'Clinical Requirements' dropdown is expanded to show a list of requirements: 1. Vulnerable Sector Check..., 2. N95 Mask Fit Testing..., 3. Updated Tuberculosis Skin Test..., 4. First Aid & CPR Certification for Health Care Providers..., and 5. Influenza Vaccine: Between October 1 and March 31 Michener highly recommends students be vaccinated with influenza vaccine. This vaccine may be mandatory at so clinical sites. Students must follow clinical site protocol.

Health Services

Health Requirements Status and Upload | Unloaded Documents History

Health Requirements Documentation

Student Checklist

Policy/Vulnerable Sector Check (SC)

First Aid and/or CPR for Health Care Providers

Michener Community Rights and Responsibilities

Ask Fit Policy

Ask Fit Test Form

Student Health and Vulnerable Sector Check

Communicable Disease Policy

B test form (Full time students)

Once you have uploaded your documentation, allow for 5 – 7 business days to process your documentation. You may check your health requirements status updates and notes ; signed and correctly completed Immunization Requirements Form (IRF) may lead to academic standing penalty which may impact the student's ability to progress in the program.

Please keep your original health requirements documentation as you maybe required to show these at your assigned clinical site. A fee of \$10.00 will be charged for Health Serv

Mandatory Entry Requirements ▼

Mandatory Entry Requirements are due prior to August 31.

1. Immunizations Requirements Form
2. Laboratory reports for:
 - a. Chicken Pox (Varicella)
 - b. Measles
 - c. Mumps
 - d. Rubella
 - e. Hepatitis B
3. Vulnerable Sector Check

[Upload Documents](#)

HEALTH REQUIREMENTS AGREEMENT

Please check the list below as appropriate.

- I have read and understood health requirements [related policies](#)
- I agree/acknowledge I am responsible for ensuring my requirements are complete and current for clinical placement as per the portal due dates.
- I understand that it is my responsibility to inform [Health Services](#) of any [communicable disease](#) , special need or medical condition which may place me at risk or pose a risk placement.
- I have completed and uploaded the health requirements documentation (Please check only after you have uploaded all requirements)
- I **Student Name** give permission to Health Services to contact my family physician for information, and to release health information to my clinical site(s).

Clinical Requirements ▼

In addition to the health requirements due on or before August 31, the following requirements must be uploaded prior to established deadlines in preparation for your clinical placement. Be sure to check your portal at least 2 months prior to semester's date, for due dates.

1. Vulnerable Sector Check...
2. N95 Mask Fit Testing...
3. Updated Tuberculosis Skin Test...
4. First Aid & CPR Certification for Health Care Providers...
5. Influenza Vaccine: Between October 1 and March 31 Michener highly recommends students be vaccinated with influenza vaccine. This vaccine may be mandatory at so clinical sites. Students must follow clinical site protocol.

[Upload Documents](#)

3. Click 'Health Requirements Status and Upload' Tab.
Review the 'status' column to verify the status of your health requirements.

Michener Self-Service

Home Admissions **Health Services** Continuing Education Finances Grades My Profile

Health Requirements Status and Upload Uploaded Documents History

PastDue
UpComing(Due)
Completed

Health Records - UpComing(Due)

priority	status	Task	Due	Notes	Most Recent File Uploaded	Upload your Health R
002	UpComing(Due)	1 step TB test	May-19-2015	Your TB test expired one month ago, please upload ASAP	Choose File	No file chosen

Please Note:
a. Only file extensions pdf/jpg and maximum size 4Mb can be uploaded.
b. You will be able to check and verify the uploaded document matches the requirement, Once the document has been processed you will no longer have access to view the uploaded document.

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4. Upload documents using the 'choose file' button in the table under "Upload your Health Requirements" located at the end of each requirement.

Michener Self-Service

Home Admissions Health Services Continuing Education Finances Grades My Profile

Health Requirements Status and Upload Uploaded Documents History

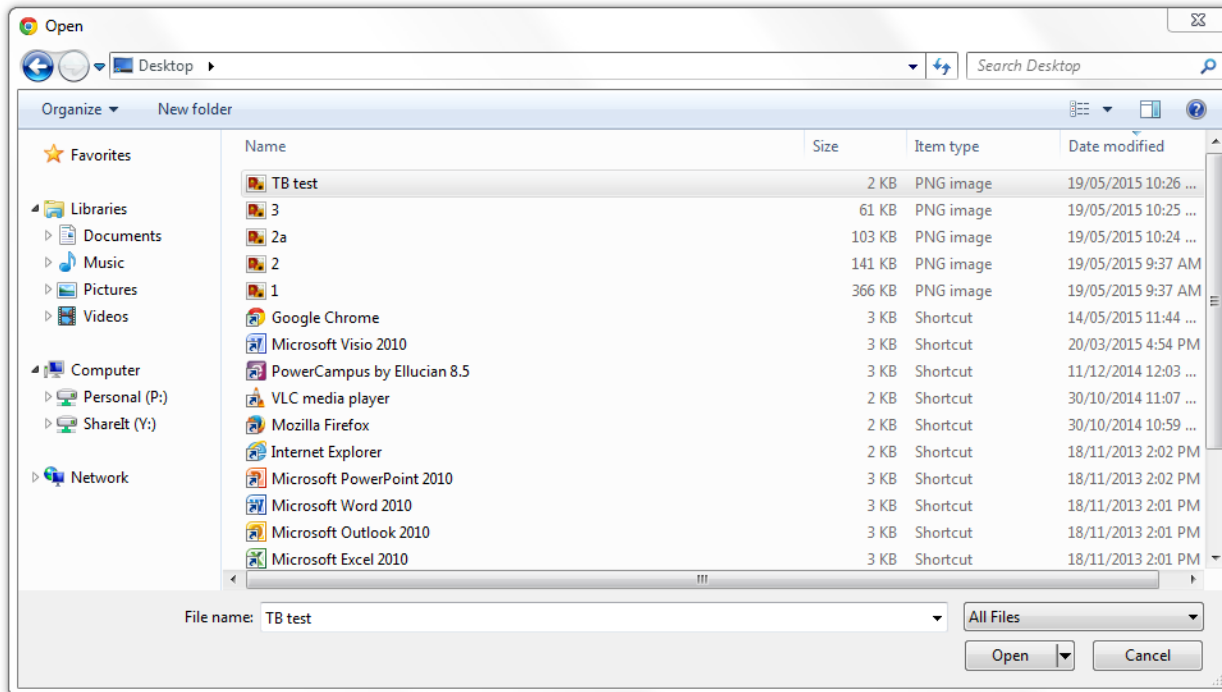
PastDue
UpComing(Due)
Completed

Health Records - UpComing(Due)

priority	status	Task	Due	Notes	Most Recent File Uploaded	Upload your Health Requirements
002	UpComing(Due)	1 step TB test	May-19-2015	Your TB test expired one month ago, please upload ASAP		<input type="button" value="Choose File"/> No file chosen

Please Note:
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Check that the file has uploaded successfully

Michener Self-Service

Home Admissions Health Services Continuing Education Finances Grades My Profile

Health Requirements Status and Upload Uploaded Documents History

PastDue

UpComing(Due)

Completed

Health Records - UpComing(Due)

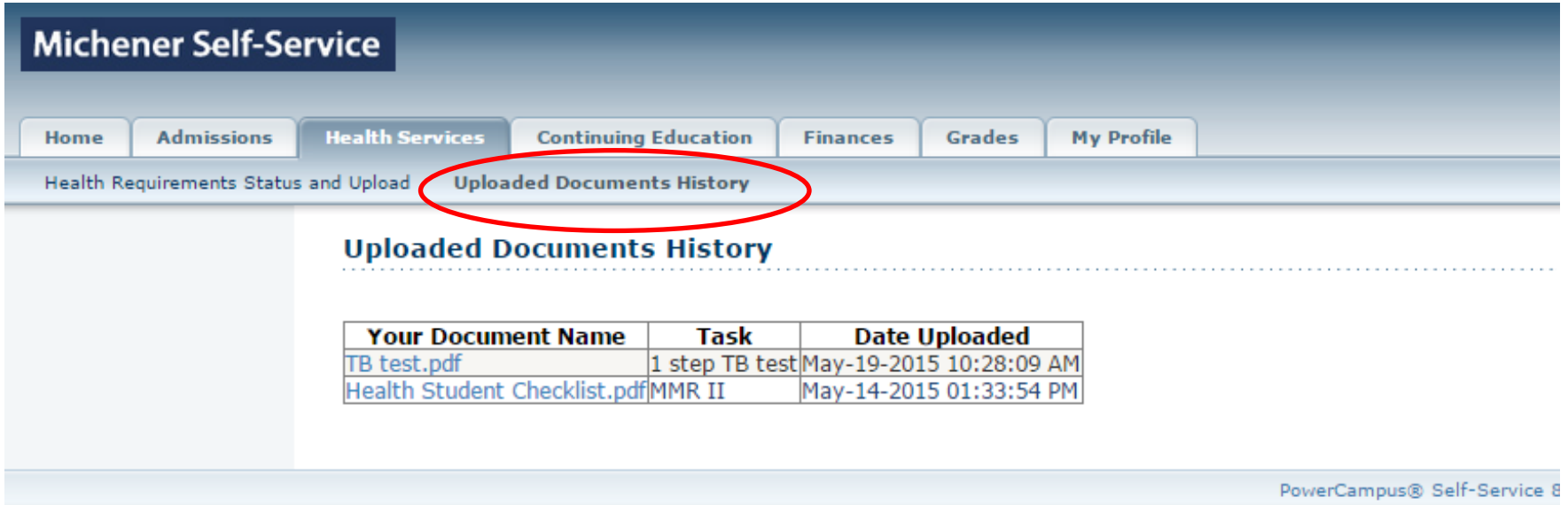
Thank You - TB test.pdf - uploaded successfully

priority	status	Task	Due	Notes	Most Recent File Uploaded	Upload your Health Requirements
002	UpComing(Due)	1 step TB test	May-19-2015	Your TB test expired one month ago, please upload ASAP	TB test.pdf	Choose File No file chosen

Please Note:

- a. Only file extensions pdf/jpg and maximum size 4Mb can be uploaded.
- b. You will be able to check and verify the uploaded document matches the requirement, Once the document has been processed you will no longer have access to view the uploaded document.

5. Click 'Uploaded documents history' to confirm all documents are uploaded



Michener Self-Service

Home Admissions **Health Services** Continuing Education Finances Grades My Profile

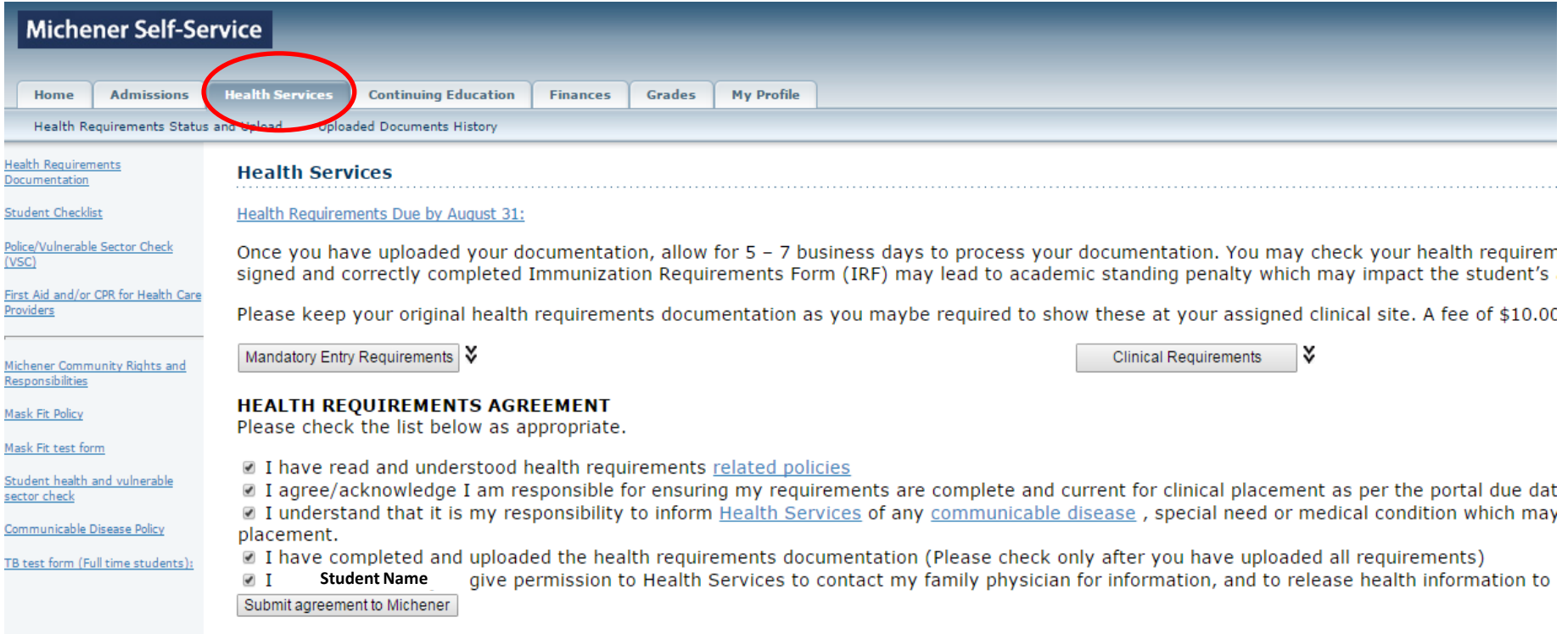
Health Requirements Status and Upload **Uploaded Documents History**

Uploaded Documents History

Your Document Name	Task	Date Uploaded
TB test.pdf	1 step TB test	May-19-2015 10:28:09 AM
Health Student Checklist.pdf	MMR II	May-14-2015 01:33:54 PM

PowerCampus® Self-Service 8

6. Click 'Health Services' Tab and complete the Health Requirements Agreement



The screenshot shows the Michener Self-Service portal. The 'Health Services' tab is highlighted with a red circle. Below the navigation bar, there are links for 'Health Requirements Status and Upload' and 'Uploaded Documents History'. The main content area is titled 'Health Services' and includes a section for 'Health Requirements Due by August 31:'. Below this, there is a paragraph explaining the process and a fee. There are two dropdown menus: 'Mandatory Entry Requirements' and 'Clinical Requirements'. The 'HEALTH REQUIREMENTS AGREEMENT' section follows, with a list of checkboxes for the student to agree to. The 'Submit agreement to Michener' button is at the bottom.

Michener Self-Service

Home Admissions **Health Services** Continuing Education Finances Grades My Profile

Health Requirements Status and Upload Uploaded Documents History

[Health Requirements Documentation](#)

[Student Checklist](#)

[Police/Vulnerable Sector Check \(VSC\)](#)

[First Aid and/or CPR for Health Care Providers](#)

[Michener Community Rights and Responsibilities](#)

[Mask Fit Policy](#)

[Mask Fit test form](#)

[Student health and vulnerable sector check](#)

[Communicable Disease Policy](#)


[TB test form \(Full time students\)](#)


Health Services

[Health Requirements Due by August 31:](#)

Once you have uploaded your documentation, allow for 5 – 7 business days to process your documentation. You may check your health requirements signed and correctly completed Immunization Requirements Form (IRF) may lead to academic standing penalty which may impact the student's .

Please keep your original health requirements documentation as you maybe required to show these at your assigned clinical site. A fee of \$10.00

Mandatory Entry Requirements 

Clinical Requirements 

HEALTH REQUIREMENTS AGREEMENT

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- I have completed and uploaded the health requirements documentation (Please check only after you have uploaded all requirements)
- I **Student Name** give permission to Health Services to contact my family physician for information, and to release health information to

Submit agreement to Michener

7. Log out and Close your browser

Michener Self-Service

Successful Log Out

❗ For security reasons, please close your browser to clear your sensitive information.

Close Browser

▶ [Self-Service Home](#)