

SEWANEE

THE UNIVERSITY OF THE SOUTH

THE UNIVERSITY WELLNESS CENTER

Instructions

- Go to your patient portal at wellnessweb.sewanee.edu.
- Log in with the beginning of your Sewanee email (without "@sewanee.edu") and your GMail password.
- Enter your Banner ID (begins with B00).
- Go to the "Immunizations & Forms" section.
- Download the "Undergraduate Health Form" and "Immunization Record."
- Take these forms to a healthcare provider to complete.

REQUIREMENTS

Health Form

- Upload the completed form to the section labeled "Health Form-Undergrad."

Immunization Form

- Upload the completed undergraduate immunization form to the section labeled "Vaccination Documentation."

Vaccination Dates

- Enter the date of vaccination for every required vaccine.
 - Enter ALL dates **one at a time** by relicking "Add Immunization" for vaccinations series that require more than one dose (e.g. Hepatitis B).
 - If you do not have an immunization record, you will need to obtain blood titers to check your immunity status to the following:
 - Hepatitis B Surface Antibody Total
 - Measles, Mumps, Rubella (MMR) Immune Status Panel
 - Varicella Zoster Virus Antibody, IgG
 - You may enter blood titer dates into "Test Results."
 - A "positive" result means that you have antibodies/immunity, which is required.
 - Should your titer be negative, you must repeat the appropriate immunization series.

****The University and the State of Tennessee require certain immunizations to be on file for students prior to the first day of class.****

TB Screening Questionnaire

- Take the questionnaire.
- If you answer 'yes' to any of the questions in the screening, you will need to see a healthcare provider and have **one** of the following:
 - a negative TB skin test
 - a negative QuantiFERON Gold test OR
 - a negative chest x-ray

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Insurance Card

- Go to the “Insurance Card” section.
- Click “Add New Card.”
- Upload the front image of your insurance card and press “Save.”
- Upload the back image of your insurance card and press “Save.”
 - **You do not have to complete Member Name, ID, etc. Leave this entire left section blank.**

Consent to Treat Minor Form (if applicable)

- Complete the “Consent to Treat a Minor” form if the student is under the age of 18 and upload.

Thank you for your hard work, diligence and patience in completing these requirements. Should you have any questions, please call (931) 598-1270 and press option 1!