



ORDER INSTRUCTIONS
FOR STUDENTS AT
ABUNDANT TRAINING
INSTITUTE

Start Your Order

To get started, visit <u>viewpointscreening.com/abundanttraininginstitute</u> and click on "Start Your Order"

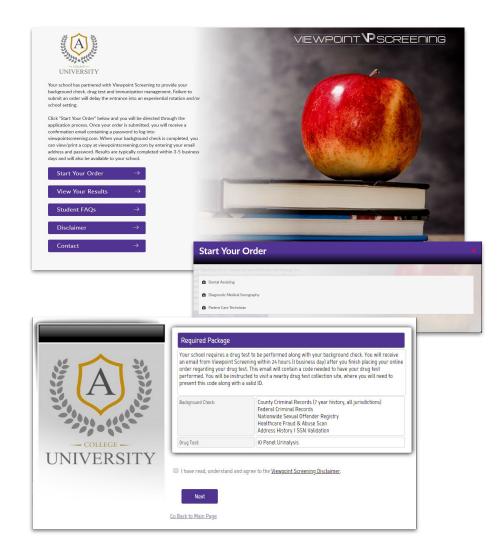
A popup box will provide you with ordering options

Select your program and package option

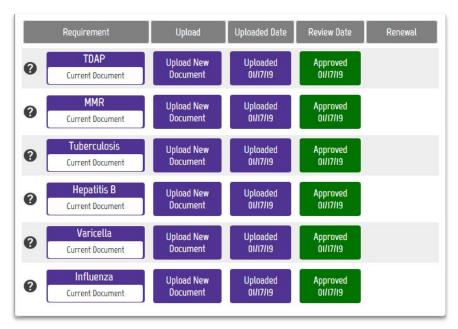
Enter your information (name, dob, etc.)

Once your order is submitted, you will receive a confirmation email containing a password. When your background check is completed, you can view the report at viewpointscreening.com by entering your email address and password. Results are typically completed within 3-5 business days.

Drug Test - You will receive an email with the subject line: "Viewpoint Screening Drug-screen registration" within 24-48 hours. This email will contain instructions and explain where you need to go to complete your drug test.



Health Portal



You will have the capability to upload specific documents required by your school for immunization, medical or certification records. When logged in, click on Document Manager to view the specific requirements.

Click on the "Upload" button next to each requirement and select the correct file to upload. This can be done on a desktop computer, tablet or smartphone. All uploaded documents will be reviewed within 24 hours. You will receive weekly email reminders to upload required documents, and you will be notified when a document is about to expire.

<u>Hepatitis B</u> - Each student must receive 3 Hepatitis B immunizations or supply an immune titer.

<u>Influenza</u> - Submit documentation of a flu vaccine administered during the current flu season.

<u>MMR</u> - Each student must receive 2 MMR immunizations or supply an immune titer.

Physical Exam - Submit one physical exam when entering the program.

TDAP - Each student must receive TDAP within the last ten years.

<u>Tuberculosis</u> - Within 30 days of the start of class, each student must receive a 1-step skin test OR a TB blood test OR a clear chest x-ray.

<u>Varicella</u> - Each student must receive 2 Varicella immunizations or supply an immune titer.

If you have any additional questions, please contact Viewpoint Screening at studentsupport@viewpointscreening.com or use the instant chat feature at viewpointscreening.com

