Pharmacy Student TB Testing – Spring 2016

Please follow these instructions to schedule your TB administration and reading appointments at Student Health Service. If you have problems you may call us at 701-231-7331 and select option #1 for reception.

1. Access the Student Health Service portal by clicking this link: https://apps.ndsu.edu/cas/login?TARGET=https%3a%2f%2fndsu.medcatconnect.com%2f

2. Log-in using your NDSU Electronic ID (ex. Blackboard) credentials:
   - User name: Typically FirstName.LastName (ex. John.Smith) (ex. John.Smith.1)
   - Password: Your personal NDSU password

3. Update your demographics:
   Once you are logged in to the portal, click on your name in the upper right corner and click on “Edit Your Profile”. Update any necessary information and click “Save” at the bottom.

4. Schedule your TB Administration Appointment:
   Click on the Appointment icon to schedule your appointment. Select the following information:
   - Clinic: TB Screening
   - Reason: TB Test Administration For Pharmacy Students
   - Provider: Nurse TB
   - Click “Submit”
   Select a day on the calendar that will work for your schedule. The open times for that day will be displayed. Click the green select button associated with the date/time that works for you to schedule the appointment.

5. Schedule your TB Reading Appointment:
   Click on the Appointment icon to schedule your appointment. Select the following information:
   - Clinic: TB Screening
   - Reason: TB Test Reading For Pharmacy Students
   - Provider: Nurse TB
   - Click “Submit”
   Select a date & time on the calendar that will work for your schedule.
   - **IMPORTANT:** Make sure to schedule your reading appointment right after scheduling the administration to ensure this appointment falls within the required time frame.
   - **IMPORTANT:** Your reading appointment must be within 48-72 hours after your administration. It is your responsibility to ensure the follow-up appointment is scheduled within this time frame. If the reading appointment is not scheduled appropriately, this may result in repeating the test which would result in additional charges.
     (Example: TB Plant Monday at 2:00pm; Reading may start on Wednesday at 2:30pm through Thursday at 1:30pm)
   - TB Plants should NOT be scheduled on Thursdays or Friday mornings as the TB Reading cannot be scheduled appropriately.
   - For students needing 2-step testing, your second TB Plant MUST BE 1 week AFTER your first plant.
     (Example: TB Plant Monday at 2:00pm; Second step plant can start the following Monday at 2:30pm)

6. No Show Fee: If you fail to show for your scheduled appointment, you will be charged a $10 no show fee if you do not cancel prior to your appointment. Appointments can be canceled online or by phone.