

Broward Technical Colleges



**Atlantic Technical College
and Technical High School**
4700 Coconut Creek Pkwy ♦ Coconut Creek, FL 33063
754-321-5100

**Atlantic Technical College
Arthur Ashe Jr., Campus**
1701 NW 23rd Ave. ♦ Fort Lauderdale, FL 33311
754-322-2800
www.atlantictechcollege.edu

**McFatter Technical College
and Technical High School**
6500 Nova Drive ♦ Davie, FL 33317
754-321-5700

**McFatter Technical College
Broward Fire Academy Campus**
2600 SW 71st Terrace ♦ Davie, FL 33314
754-321-1300 ♦ www.broward.k12.fl.us/bfa
www.mcfattertechnicalcollege.edu



**Sheridan Technical College
and Technical High School**
5400 Sheridan Street ♦ Hollywood, FL 33021
754-321-5400

**Sheridan Technical College
West Campus**
20251 Stirling Road ♦ Pembroke Pines, FL 33332
754-321-3900
www.sheridantechcollege.edu



Broward Technical Colleges Health Science Students

The District has contracted with Complio by American DataBank for the management of all student screening and compliance tracking requirements. Students will be required to register and pay on-line to schedule their background check and drug screen and use this site to download forms and upload the required documentation.

<http://www.bcpscompliance.com>



The latest version of Mozilla Firefox or Google Chrome are the **recommended** browsers.

Screening Packages



High School students should see their instructor/counselor before proceeding.

\$18 Tracking of Immunization Package for 24 months

\$45 VECHS Fingerprinting

\$38 Standard Background Check & Drug Screening

\$8 Employment Verification (if required by clinical facility)



The School Board of Broward County, Florida, prohibits any policy or procedure which results in discrimination on the basis of age, color, disability, gender identity, gender expression, genetic information, marital status, national origin, race, religion, sex or sexual orientation. The School Board also provides equal access to the Boy Scouts and other designated youth groups. Individuals who wish to file a discrimination and/or harassment complaint may call the Director, Equal Educational Opportunities/ADA Compliance Department & District's Equity Coordinator/Title IX Coordinator at 754-321-2150 or Teletype Machine (TTY) 754-321-2158. Individuals with disabilities requesting accommodations under the Americans with Disabilities Act Amendments Act of 2008, (ADAAA) may call Equal Educational Opportunities/ADA Compliance Department at 754-321-2150 or Teletype Machine (TTY) 754-321-2158.

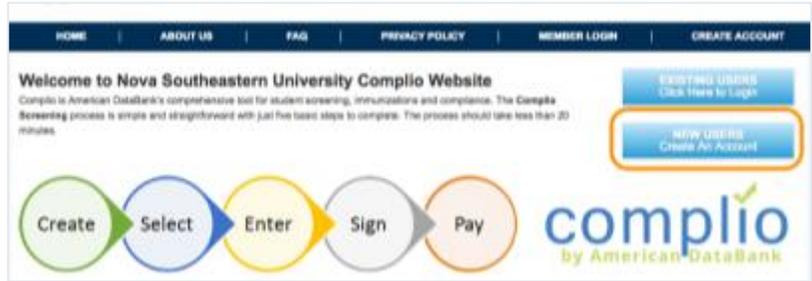
revised: 8/16/17-daa

Questions? Call 1-800-200-0853 or Email complio@americandatabank.com ©American DataBank LLC.

The Complio system provides background check, drug screening, FBI fingerprints, and compliance tracking for students and applicants. Please follow the next steps.

Create an Account

Step 1 At the customized we've created for you, click on **New Users (Create An Account)**.



Step 2 Complete the required information and click on **Create Account & Proceed**.

Create an account

Please fill the form below to create an account. The items with * text are required.

Account Information

Username: *

Password: * Confirm Password: *

Personal Information

I don't have Middle Name.

First Name: * Middle Name: * Last Name: *

I have an Alias/Maiden

Gender: * Date of Birth: * Social Security Number: *

Select Profile Picture:

Contact Information

Primary Email: * Confirm Primary Email: *

Secondary Email: Confirm Secondary Email:

Address 1: * Address 2:

Country: * State: * City: *

Zip Code: * County: *

Primary Phone: * Secondary Phone:

Please enter the Verification Code as shown in the image on the right: *

PAYJU

Step 3 Check your email for an activation email and click on the link to activate your account.

You can log in using these credentials after activating your account. Please click the below link in order to activate your account:

<https://NovaSoutheasternUniv.complio.com/login.aspx?UserVerCode=d004301eb0aw90e4125688affc11fd16>

If the link does not work for you, please copy the URL and paste it into your browser.

Place an Order

Step 1

Return to the customized URL, click on **Existing Users (Click Here to Login)**.



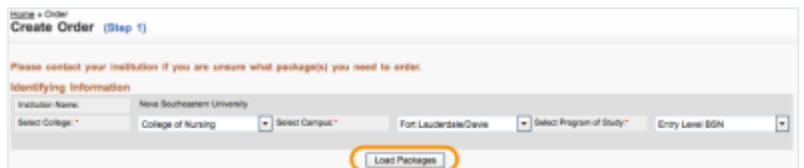
Step 2

Sign In and click **Get Started**.



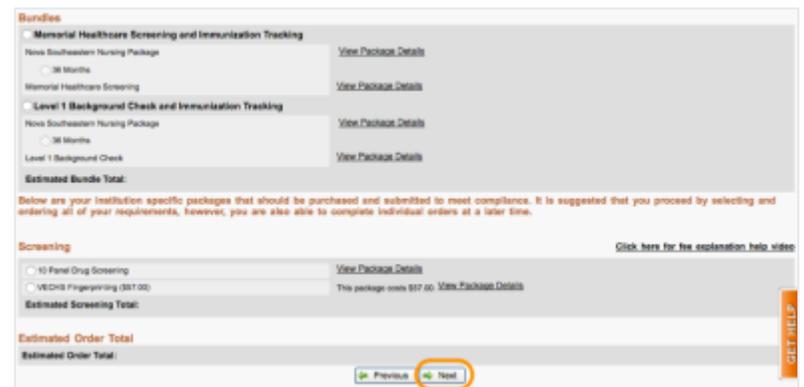
Step 3

Select from the dropdown menus applicable to you, then click **Load Packages**.



Step 4

Only select the service your program instructs you to purchase and click **Next**.



Follow the instructions and continue the purchase process until the order is complete.

Note: All orders that include a drug screen service will have the registration form automatically sent to your email.

Note: All orders that include an FBI fingerprint service will have additional instructions automatically sent to your email.

Clinical Rotation

Step 1

Once you've placed an order, your school will be able to assign you to a Clinical Rotation.

Step 2

You will receive an email notification requesting that you log into your Complio account.

Clinical Rotations

Agency: Department: Program:
 Course: Instructor/Preceptor: Status: All Active In-active

Agency Name	Department	Program	Course	Unit/Floor/Location	No of Hours	Days	Shift	Time	Start Date	End Date	Instructor/Preceptor	Compliance Status
Children's Hospital	Nursing	BSN	NURS-111	5 West	12	Monday, Wednesday	AM	7:00 AM - 3:00 PM	1/4/2016	8/8/2016		Detail <input checked="" type="checkbox"/>

Step 3

From your dashboard, click on the **Clinical Rotation** tab. Locate your rotation and click **Detail**.

Step 4

Requirements for that rotation will be listed. You will see your compliance status next to the requirement. Complete any that are Incomplete.

Rotation Details

Agency:	Children's Hospital	Complio ID:	RT-40-1	Rotation Name:	MedSurge
Type/Specialty:		Department:	Nursing	Program:	BSN
Course:	NURS-111	Term:	Spring 2017	Unit/Floor or Location:	5 West
# of Recommended Hours:	12	Days:	Monday, Wednesday	Shift:	AM
Time:	7:00AM-3:00PM	Dates:	01/04/2016-08/08/2016	Instructor/Preceptor:	

Other Details

Agency Status:	Test	# of Groups:	Test
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Rotation Compliance Status Not Compliant

Requirement Category/Item <small>(Expand / Collapse)</small>	Status
<input checked="" type="checkbox"/> Required Requirement Category	
<input checked="" type="checkbox"/> Student Confidentiality Form	Incomplete

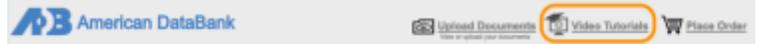
Notes

GET HELP

Additional Resources

Video Tutorials

Log into Complo, click on **Video Tutorials** in Top Menu



Live Chat & Email

Log into Complo, click on **Get Help**

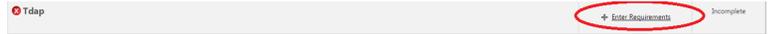


Phone Support

1-800-200-0853 (Mon-Fri 9am-8pm EST, Sat 10am-7pm)

Step 1

Click on **Enter Requirement** next to the category you would like to enter



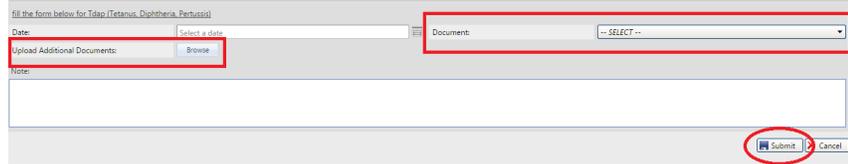
Step 2

Your school's requirements for that category will appear. Select an item from the dropdown menu.



Step 3

Enter the date for the requirement. Click **Browse** to upload a new document or assign a document you have already uploaded from the dropdown menu. Click **Submit** to save your data.



Step 4

Await your item to be reviewed. Any items reviewed by American DataBank will be reviewed within 1-3 business day.



Step 5

Log in to Complio regularly to check your compliance status. Any accepted items will have a **green checkmark**. Any rejected items will be

Overall Compliance Status **Compliant** ✓ (11/11 Compliant)