THE READING HOSPITAL SCHOOL OF HEALTH SCIENCES POLICY NO. 324

SUBJECT: Student Background Checks

Responsibility of: TRHSHS Director
Revised: January, 2010 Reviewed: 2011

Purpose

1. Criminal and Child Abuse Background checks are performed as part of the post – acceptance screening process.
2. The Enrollment Director will consult with the Director of TRHMC Human Resources Department regarding each applicant who has a violation noted on their background check. Following consultation with HR, the Enrollment Director will notify the appropriate Program Director regarding significant positive findings on an applicant's Background Check. The Prohibitive Offenses Contained in Act 169 of 1996 as Amended by Act 13 of 1997 Criminal Offense will be used as a guide for decision-making.
3. The school may deny applicants admission to the educational program based on violations in criminal or child abuse clearance profiles.

4. The student's admission to the program will be automatically revoked under the following conditions:
   - the background check reveals violations that limit the student's placement in required clinical experiences.
   - a violation of the type which if repeated could pose a threat to patient care or patient safety (including child or elder abuse)
   - the applicant withheld (did not disclose) requested information on the application or during the application process
   - the violation occurred within the last 10 years and would most likely result in failure to receive licensure or certification
   - a felony drug conviction which occurred within the past 10 years
   - a crime of moral turpitude defined by the courts to include theft by deception, theft by failure to make disposition of funds, mail fraud, conspiracy, income tax evasion, falsifying an accident report., tampering with public records, conspiracy to distribute drugs, possession of a controlled substance with intent to deliver. This is not an inclusive list. (Note: The PA State Board of Nursing has extended the definition of crimes of moral turpitude to include many other crimes.)

5. If accepted into the program,
   - The student will be notified by admissions that that acceptance to the program does not guarantee that the applicant will be approved by licensing or certifying agencies following graduation.

- The student must sign a release of information permission form permitting disclosure of the information to clinical agencies for the purpose of securing non-TRHMC clinical sites.
- Program Director has the responsibility to check non-TRHMC clinical contracts, notify any non-TRHMC clinical agency regarding the offense, and receive written permission from the agency to allow the student to attend clinical experiences in the agency. Alternate clinical experiences may need to be provided if the clinical agency prohibits the student from attending clinical experiences in the agency. Inability to secure adequate clinical experiences due to the violation may result in involuntary withdrawal from the program.

Background checks are conducted at the time of acceptance into the program. Violations occurring after matriculation in the program (during the school year) if disclosed by the student or discovered will be handled on a case by case basis and based on the above mentioned criteria.