

## II:05:01 STUDENT BACKGROUND CHECKS

### Policy

Effective September 1, 2005, students seeking admission into designated Health Sciences programs requiring participation in clinical training in area hospitals and related clinics/agencies must provide evidence of a passing score on a background check prior to official acceptance/admission into the respective program. Either the failure to provide the required background check results by the due date established or the receipt of anything other than a passing score on the background check will make a student ineligible for admission into the respective program.

### Background

In an effort to comply with the recommendations of the Joint Commission on Accreditation of Healthcare Organizations, the majority of the major healthcare facilities and agencies utilized by the College for our clinical training are requiring that each student must provide documentation of a passing score on a background check prior to participating in clinical rotations.

The background check shall include the following:

- i) Name and Social Security number verification;
- ii) Seven-year multi-county or statewide felony and related misdemeanor criminal record search  
Violent Sexual Offender and Predator Registry Search  
Tennessee abuse registry maintained by TN Dept of Health  
pursuant to T.C.A. Section 68-11-1004
- iii) Employment verification, if applicable;
- iv) HHS/OIG list of excluded individuals/entities-  
GSA list of parties excluded from federal programs  
US Treasury, Office of Foreign Assets Control (OFAC)  
List of Specially Designated Nationals (SDN)
- v) Education verification
- vi) If applicable, healthcare licensure/certification verification

The following eligibility criteria established by area healthcare agencies will be utilized in determining a failing listing:

- Persons with a history of any felony conviction within the last seven years
- Persons with a history of class A misdemeanor conviction within the last five years
- Persons with a history of class B misdemeanor conviction within the last two years
- Persons on the registry maintained by the Department of Health pursuant to T.C.A. Section 68-11-1004
- Persons listed on the HHS/OIG list of excluded individuals
- Persons with an encumbered license (current or prior) in a health related field

### Student Responsibilities/Requirements

In order to establish eligibility for admission into their respective program, each student, at their own expense, must solicit the services of a vendor of their choice to undergo a background check that includes the required components outlined above. It is the responsibility of the student to arrange for the electronic submission to the College of a report from that vendor that specifies a pass/fail score relative to the eligibility criteria outlined above. The pass/fail score submitted by the vendor to the College will be final and is not subject to appeal, except in the case of errors. It is the responsibility of the student to rectify any report errors with the vendor and arrange for the resubmission of a corrected report to the College.

### College Responsibilities

The College will ensure that the informational materials/sources (brochures, application packets/flyers, web sites) for each applicable Health Sciences program clearly identifies the requirement for the background check, the specifics outlined in this policy, and the methodology and specific due date for the submission of the completed check.

VSCC Source: August 22, 2005, President; August 17, 2011, President; February 10, 2015, President;