JEFFERSON STATE COMMUNITY COLLEGE
NURSING EDUCATION PROGRAM

POLICY: Background Screening

As stipulated by the health care agencies with which JSCC NEP contracts for clinical experience, students must abide by the policies established by these agencies relative to background screening. This includes a pre-clinical background screening. The student must pay fees for all background screening.

1. All students will receive notice of the background screening with payment made to ESS. Students in progression will receive official notice of background screen policy revisions and are required to comply with the revised policy.
2. Background screening will be scheduled and conducted by a company selected by the college with all fees paid by the student.
3. Failure to pay appropriate fees and to consent to the background screening by the published deadline will prohibit the student from completing the clinical component of required nursing courses.
4. A student who is refused acceptance for clinical experience due to a positive background screen will not be able to complete the clinical component of required courses and will not receive a passing grade for the course.
5. A student who is unable to complete the clinical component of required courses due to a positive background screen will be advised regarding possible readmission on an individual basis.
6. The student must report to the Associate Dean of Nursing any arrests and/or criminal charges or convictions filed subsequent to completion of the criminal background check as soon as possible, but not later than seven (7) calendar days of learning of such charges or convictions.
7. Conviction of, plea of guilty, plea of nolo contendere (no contest), or pending criminal charges involving the following will bar admission to and are grounds for dismissal from a clinical course of study:
   - Crimes involving violence against the person including but not limited to murder, manslaughter, use of deadly force, assault and battery, sex crimes, abuse of children or the elderly, abduction, robbery
   - Crimes involving drug use, drug distribution, or possession of drugs or drug paraphernalia
   - Crimes involving illegal use or possession of weapons including but not limited to guns, knives, explosives, or other dangerous objects
   - Crimes involving dishonesty or moral turpitude including but not limited to fraud, deception, embezzlement, or financial exploitation (but not including shoplifting, petit larceny, bad check)
   - Any other crime or pattern of criminal behavior which, in the Facility's opinion, warrants exclusion or dismissal from clinical rotation
Procedure:

1. Students must pay $40.00 for the background screening by the published date. Payment must be made directly to the company. Once admitted to the program a URL to the company site will be provided.
2. Students must sign appropriate consents prior to the screening. Consents will be kept in the student’s file. Refusal to sign Consent for Release Form will result in dismissal from program.
3. Background screening will include the following:

   - **Criminal history:** Reveals felony and misdemeanor convictions, and pending cases usually including date, nature of offense, sentencing date, disposition, and status.
   - **Sex Offender Check:** Is a search of the state or county repository for known sexual offenders.
   - **Social Security Number Trace:** Is verification that the number provided by the Social Security Administration issued individual and is not listed in the files of the deceased.
   - **Office of Inspector General:** Identifies individuals who have committed offenses deeming them ineligible to care for patients receiving Medicare benefits.

4. The Associate Dean of Nursing or Program Chair will notify the student of positive findings prior to notification of the clinical facilities for a determination regarding student acceptance for clinical experience.
5. Positive findings on the background screening will be reported to the Director of Human Resources or other designated person at the appropriate clinical facility who will determine if the student will be accepted for clinical experience.
6. Background screens that would render a student ineligible for placement include, but are not limited to, certain convictions or criminal charges that could jeopardize the health and safety of patients and sanctions or debarment.

Confidentiality:

The Associate Dean of NEP will have access to all test results. Confidentiality of test results will be maintained with only the Associate Dean, Campus Chair, clinical agency, and the student having access to the results except for legal actions that require access to test results.

September 2004; Revised: Spring 2007; Spring 2008; Summer 2009
Reviewed Summer 2015; Summer 2016; Revised Summer 2017