

BACKGROUND CHECK POLICY AND PROCEDURES

Congratulations on your admission into a School of Health and Rehabilitation Sciences program. The Joint Commission has mandated that all students working or completing clinical education activities in hospital, school, clinic and other health care settings must pass a Criminal Background Check. To comply with this mandate, The Ohio State University Medical Center requires that all students pass a BCI and FBI Background Check prior to their first year of clinical education experiences. Background checks will then be repeated each year of the program. Background checks with reported incidents will be reviewed by appropriate authorities, and your program director, and may result in disenrollment from the program.

Junior Admits

Background checks will be completed at the beginning of autumn semester unless otherwise specified by your Program. You will receive information on when the background checks will be completed on your first day of classes. If you have ever been arrested or have any reason to believe that something might show up on your background check (no matter how minor) should contact Allison Breittfeller (Allison.Breittfeller@osumc.edu), and will need to have their background check completed prior to the beginning of autumn semester. Background checks can take up to 90 days to process, so please contact Allison Breittfeller immediately if this applies to you. Background checks with reported incidents will be reviewed by appropriate authorities, and your program director, and may result in disenrollment from the program.

Sophomore Admits

Background checks will be completed at the beginning of your junior year. Failure to successfully pass the background check may result in disenrollment from your program. Please read and sign the Background Check Statement of Understanding form and submit it to your division.

Sophomore students who have ever been arrested or have any reason to believe that something might show up on a background check (no matter how minor) are required to get their checks done prior to autumn semester of their sophomore year. Background checks with reported incidents will be reviewed by appropriate authorities and your program and may result in disenrollment from the program. Please contact Brian Keller (brian.keller@osumc.edu) to have your check completed as soon as possible.

Athletic Training Sophomores

Background Checks will be completed at the end of spring semester upon your admission to the program. You will receive instructions during your orientation meeting.

Information about OSU Medical Center ID Badges:

*You will need to show a government issued ID (driver's license) and social security card at the time of your background check. You will also be photographed for your hospital badge ID at the same time as your Background check.

Students who have completed a background check with OSU ID Processing for a recent internship/employment:

If you received a background check within the past 3 months through OSU's ID Processing, you are not required to schedule a visit to ID Processing this year

However, you can schedule a time to visit ID Processing, to receive an updated picture for your ID Badge. You will not receive a new background check until next year

If you received a background check within the past 3 months **anywhere else**, you are required to schedule a visit to ID Processing for a background check. You will receive a new background check and an updated picture at that time

If you received a background check beyond the 3 month window, you are required to schedule a time to go to ID Processing, regardless of where you received your background check. You will receive a new background check and an updated picture at that time