

BACKGROUND CHECK POLICY (SECOND-YEAR STUDENTS)

Current child and health care regulations require that healthcare providers have been cleared with a background check prior to being permitted to engage in practice with children or with clients in a healthcare facility. Therefore, in compliance with federal and state mandates, students admitted to the nursing program are required to have completed the following prior to enrollment in Nursing 212:

- 1. Pennsylvania Access to Criminal History (PATCH)** Instructions and registration for this clearance can be found on the website:
www.psp.state.pa.us/patch
- 2. FBI Cogent Fingerprinting** Follow the instructions on the website <https://uenroll.identogo.com>. You will need to first put in service code **1KG6ZJ** to get started.
- 3. Pennsylvania Child Abuse History Clearance:** Create an Individual account and follow the remaining directions. Complete the form, "Child Abuse History Clearance." Be sure to follow the instructions listed on the top of the form. Once the form is complete please upload form student health portal utilizing the document upload feature using the NURSING CHILD ABUSE CLEARANCE document type.

If the student is aware of any potential reportable offenses that may become disclosed in a background check, he/she should alert the Associate Dean of the Helen S. Breidegam School of Nursing and Public Health in advance. Reportable offenses include but are not limited to: murder, manslaughter, drug delivery resulting in death, kidnapping, theft, forgery, unlawful use of a computer, endangering the welfare of a child, illegal sale of non-controlled substances, promoting prostitution, corruption of minors, sexual abuse of children, and the use of designer drugs. A complete list of reportable offenses may be obtained from the PA Department of Aging. If an offense is disclosed on a criminal background check, it is possible that the student will not be able to attend clinical practice in the health care facility and it is possible that future licensure as a practicing nurse may be jeopardized.

Information regarding the process of obtaining these clearances (child abuse and criminal background check) will be distributed to students prior to the deadline for submission to the School of Nursing and Public Health. This information will include the necessary forms and directions for the completion of the applications. Students are required to create an electronic record of these required credentials. It is the student's responsibility to initiate the request for the background checks along with obtaining other documents as required by the school and scanning these documents into the electronic record.