

VCU Health System

Graduate Medical Education Policy

HOUSESTAFF SUPPLEMENTAL APPLICATION AND CRIMINAL BACKGROUND CHECK POLICY

Rationale:

Many hospitals, childcare facilities, and nursing homes now require criminal background checks of all people working in their settings due to state legislation and accreditation requirements. These institutions also require medical and dental residents to undergo a criminal background check before participating in any educational activities at their sites. Virginia Commonwealth University Health System (VCUHS) also has this requirement of all employees of their facility, including medical and dental residents.

The intent of this policy is to promote safe patient care in the setting of graduate medical education and clinical practice. Some criminal offenses make it impossible for an applicant to participate in patient care activities in certain areas due to regulatory restrictions. These activities include, but are not limited to, sexual offenses, theft, crimes of aggression, abuse of at-risk populations (children, elderly, prisoners, patients), possession/distribution of child pornography, and possession of illegal substances including intent to manufacture or sell. Inability to participate in patient care activities does not permit the successful completion of the curriculum at any stage. Consequently, such resident applicants will not be accepted.

The existence of a criminal record or an affirmative response on the supplemental application will not constitute an automatic bar to employment. An individualized assessment will be performed by the Director of GME. This assessment will require the applicant to provide documentation with court records, physician letters, treatment facility records, and other pertinent records. The Director of GME will make a recommendation regarding employment to the GME Executive Committee once this assessment is completed. The GME Executive Committee will then make a final decision regarding employment.

Process for New Residents:

New residents will be asked to complete, sign and return:

- Background Investigation Authorization for Release of Information
- Supplemental Application and provide any needed documentation.

These will be completed prior to the start date. Fingerprinting will be conducted as a part of the orientation process. The cost of the background check process will be born by VCUHS.

If a prior conviction is not disclosed and is subsequently found on a background check, the resident will be eligible for dismissal. Refusal to complete the supplemental application or to sign consent to conduct a background check will prevent employment with VCUHS.

Implemented 03/01/2005

Revision approved by the Graduate Medical Education Committee, 06/08/2010