



Physical Therapist Assistant Program Background Check Guidelines

PHYSICAL THERAPIST ASSISTANT (PTA) ADMITTED STUDENTS – CLINICAL PROGRAMS

All students admitted to the Physical Therapist Assistant Consortium Program are required to have a “clean” background check for admission. All students are admitted to the program conditionally until background check results are reviewed. Students are responsible for requesting the check, paying for the check, and handling any disputed results directly with the background check company. Background checks performed for previous employment cannot be used for this program requirement.

PROCEDURE FOR REQUESTING A BACKGROUND CHECK

Once you have been accepted into the PTA program you will receive instructions on submitting your request for a Background Check. The procedure for requesting a background check and dates for completion will be announced. This check costs approximately \$45 - \$50.

BACKGROUND CHECKS WILL INCLUDE THE FOLLOWING

- Social Security Number and Identity Verification
- Criminal Search (7 years) National and County
- Employment Verification
- Violent Sexual Offender and Predator Registry Search
- OIG List of Excluded Individuals/Entities
- US Treasury, Office of Foreign Assets Control (OFAC), List of Specially Designated Nationals (SDN)

SUSPENSION OF ADMISSION PROCESS

Derogatory information of the following nature as the result of background investigation is the basis to no longer consider a candidate for school and clinical placement will not be possible. Pending charges for the following crimes will be considered crimes and will be deemed to be substantially detrimental to the care of patients and will result in denied admission or dismissal. Timeframe is for the last 7 years unless otherwise noted:

- Felony convictions
- Withheld judgments for felonies
- Other pleas agreements to felony convictions
- Sexual assault, rape, indecent exposure, lewd and lascivious behavior, or any crime involving non-consensual sexual conduct committed at any time
- Child abuse, sexual exploitation of children, child abduction, child neglect, contributing to the delinquency or neglect of a child, enticing a child for immoral purposes, exposing a minor to pornography or other harmful materials, incest, or any other crime involving children as victims or participants committed at any time.
- Homicide committed at any time
- Abuse, exploitation or neglect of a vulnerable adult (disabled or elderly) committed at any time
- Assault or Battery
- Misdemeanor theft committed during the last 5 years or grand theft committed during the previous 7 years
- Offenses involving substantial misrepresentation of any material fact to the public or an employer including embezzlement, bribery, fraud, racketeering or allowing an establishment to be used for illegal purposes committed during the previous 7 years
- DUI within the last 3 years or more than one DUI in the past 5 years
- First or second degree arson
- Kidnapping
- Mayhem, as defined by Section 18-5001, Idaho Code
- Poisoning
- Forgery or fraudulent use of a financial transaction card
- Forgery and counterfeiting
- Insurance fraud

CLEAN BACKGROUND CHECK

If the check does not contain any disallowable crimes, the student will be fully admitted to the program. The background check is good for the entire program as long as the student does not stop progression. If any lapse in progression for more than 11 months will require a repeat background check for re-admission. The student is responsible for requesting and paying for the repeat check.

DISPUTE RESULTS OF BACKGROUND CHECK

If a student disputes the results of the background check, he/she should dispute that directly with the company. If the dispute is resolved, the student may request readmission to the department. Requests will be handled on an individual basis and are dependent on space availability.

FILE A GRIEVANCE

If the student believes the crime discovered and/or the timeframe of commission of the crime does not warrant exclusion from the program, the student is to make an appointment with the PTA Program Director. The student is to present their case in writing during the appointment. The student will be notified of a final decision. If it is determined that the student will be allowed in a clinical facility, the student will be re-admitted on a space available basis.