



St. John's College, Department of Nursing Mandatory Background Check Policy

All students are required to complete a criminal background check prior to enrollment to St. John's College of Nursing (SJC). A student whose admission is withdrawn or who is dismissed from the College due to findings from a background check will be considered for readmission on an individual basis depending upon the particular situation.

Students who have disqualifying conditions on the background check cannot be admitted to the College as they will be unable to complete the clinical component of course requirements. The College will select the agency to do the background check. Results must be sent directly to the College. The background check is done at the expense of the student.

Illinois law provides that any individual who has been convicted of a sex offense cannot be licensed as a registered nurse or work as a health care worker in Illinois. Any registered nurse or health care worker who has been convicted of a sex offense or of a violent crime against their patients will have their license permanently revoked without a hearing.

St. John's College of Nursing includes a background check as part of its curriculum student learning experiences at various clinical affiliates in Illinois and Wisconsin. The clinical affiliates require background checks of St. John's College students before the students can enter the clinical site and perform the duties of a nursing student. Additionally, the Joint Commission on Accreditation of Healthcare Organizations recommends that students be subject to the same screenings as staff who provide care, treatment and services.

Therefore, as part of its enrollment process, the College is requiring background checks, including criminal background checks for all of its students. All incoming students must order a criminal background check from Castle Branch at www.castlebranch.com. Only those students with a background check demonstrating backgrounds in compliance with this policy will be allowed to enroll into St. John's College of Nursing. The check shall be minimally intrusive, but may include checks for offenses or other matters, as required by the clinical sites, not specifically included in this policy. Students should be aware that many health care employers require all job applicants to complete a background check before beginning their employment. Additionally, all students taking the National Council Licensure Examination (NCLEX) must complete a background check and most states require background checks for licensure as a nurse.

A criminal background for any student enrolled in the clinical nursing sequence of the BSN or Graduate Nursing programs can be requested by the College of Nursing at any time. Refusal by the student to submit to the check will result in the student's dismissal from the program. Depending upon results of the background check, continued participation in the program will be at the discretion of the Chancellor and Dean of Academic Affairs.

The Certified Background Check will include the following checks:

Statewide Criminal Records

A statewide criminal records search includes information from all of the counties within a particular state. Investigating criminal records outside the county of residence is very important as these records may go undetected when a Statewide Criminal Records search is omitted.

Nationwide Sexual Offender Index

By law, any individual who has been convicted of a sexual offense must register with the student's state of residence as a sex offender. A Nationwide Sexual Offender Index Search reveals if an individual has been convicted of a sexual offense anywhere within the United States. This search, on the national and state level, is included in the Nationwide Database Criminal History Search.

Residency History

Applicants will sometimes omit previous addresses to conceal criminal records. A Residency History Search compiles information from various sources, including voting and property records, to arrive at a list of names and addresses associated with a specific Social Security Number. The locations of any unreported addresses can be searched for criminal records, providing more thorough investigations.

Students are expected to follow the procedure as outlined by St. John's College. A copy of this procedure will be given to the students upon acceptance and is also available in the admission office. Results of the background check will be made available to the student and to St. John's College, Department of Nursing. All background checks will be treated as confidential. Derogatory information of the following nature gathered as the result of background investigation is the basis to no longer consider a candidate for the program, as clinical placement will not be possible. A list of disqualifying conditions made available to prospective students upon request.