



VERA Z. DWYER

COLLEGE OF HEALTH SCIENCES

School of Rehabilitation Sciences

Criminal Background Check Policy

SLP-AS-08-A

About This Policy:

Faculty Approval Date: 05/31/23

Effective Date: 08/01/23

Related Policy:

PS-01 Programs Involving Children

Policy Statement:

This policy is for all students who participate in an clinical opportunity where a criminal background check is required.

Policy:

A past criminal history may become a significant barrier to clinical practicum rotation placements or have a negative impact on a graduate's ability to sit for a registry or certification examination or obtain a license to practice. While a conviction of a crime does not automatically disqualify a student from participation in the educational experience, a criminal history may be grounds for denying progression depending on the facts and circumstances surrounding each individual case.

Affiliates of Indiana University agree that the background check that is conducted by the University for compliance with Policy PS-01 is sufficient unless it is specifically stated otherwise in the affiliation agreement. Policy PS-01 states that students are subject to a criminal background check, which includes a sex offender registry check, within the last five years. The background check and sex offender registry checks must be repeated at least every five years thereafter. The MS-SLP program requires an annual background check to ensure timely placement in clinical rotations.

The college Requirement to Disclose form must be completed and submitted annually if the student is continuing in a course-related service or clinical practicum requirement in a subsequent year(s).

***The successful passing of the required Indiana University background check may not be sufficient to pass future background checks for future licensure, certification, or job placement.**

Procedure:

1. Transparent discussion about the requirement for background checks will begin after the student is admitted to the graduate program.. The Program Director will share the potential implications of a past criminal history on future licensure, certification, and job placement. Students should be aware that the background check and/or program admission at this time does not guarantee eligibility to sit for future licensure or certification. At the time of future licensure or certification, a separate background check would be completed by the certifying agency.
2. Students must register and submit a criminal background history check with the approved IU vendor upon acceptance to the program. Students must submit checks for any county that they have lived in for the last seven (7) years and additional charges may apply for extra counties. Background checks will be completed at the student's expense.
3. Students will be asked to complete an annual Requirement to Disclose form as defined above. It is the student's responsibility to notify the Assistant Dean for Student Success and Operations within seven (7) business days of any changes in their status or changes in criminal history that occur after the initial criminal background check has been completed. Failure to do so may result in immediate dismissal from the program or a course failure.
4. Students may be asked to provide a more current background check at any point in the program, based on an affiliate's request to meet their regulatory requirements.
5. If a student discloses any information regarding a criminal history or if the background check indicates that the student is not compliant with Indiana University policy, the Assistant Dean for Student Success and Operations will investigate the information and communicate with the Program Director.
6. If a student discloses any information regarding a criminal history or if the background check indicates that the student is not compliant with Indiana University policy, the Assistant Dean for Student Success and Operations will consult with the Program Director to determine if the student is eligible for the educational opportunity. The outcome of that decision will be placed in the student's file.

7. The School Recorder is responsible for maintaining updated documentation of criminal background histories for IU South Bend students enrolled in programs at Indiana University South Bend.