

## **SELF-DISCLOSURE FORMS AND CRIMINAL BACKGROUND CHECKS – (Excerpt from Section 10 of the OSU Genetic Counseling Graduate Program Policies and Procedures Manual)**

Prior to beginning fieldwork placements, all students will be fingerprinted and undergo a criminal background check. **Per University Policy 4.17: Self-Disclosure of Criminal Convictions, students are required to disclose reportable events within 3 days of their occurrence and must not wait until the annual disclosure to do this.**

The OSU Wexner Medical Center shall maintain the criminal records check in a manner that ensures the confidentiality of the results, prevents disclosure pursuant to a public records request, and complies with applicable state and federal requirements.

### **Consequences**

One of the intents of the self-disclosure is to provide assistance to students or applicants who may have a criminal record due to substance use or abuse and who will need appropriate documentation to become licensed. An affirmative response to a self-disclosure item or the existence of a criminal record will not constitute an automatic bar to admission or patient care placement. Students and applicants with a positive background check or self-disclosure will be forwarded to the Academic and Behavioral Committee. The student will be required to provide documentation with court records, physician letters, treatment facility records, and other pertinent records so that an individualized assessment can be performed and recommendations made. The student will be barred from any patient contact until the committee has made a recommendation. In line with policies of the State Medical Board of Ohio, the Academic and Behavioral Committee will consider the following when considering the aspects of criminal activity:

- The nature and seriousness of the crime.
- The extent of the student's past criminal activity.
- The age of the student when the crime was committed.
- The amount of time that has elapsed since the student's last criminal activity.
- The student conduct and scholastic performance before and after the criminal activity.
- Whether the student has completed the terms of any probation or deferred adjudication.
- Evidence of the student's rehabilitation.
- Whether the student fully disclosed the arrest or conviction to the College of Medicine.
- Any other factors the College of Medicine considers relevant.

Refusal to comply with the recommendations of the Academic and Behavioral Committee may result in dismissal from the College. Relapse while in substance abuse/use treatment or aftercare may result in dismissal from the College.

**Refusal to sign consent to conduct a background check will prevent the student from participating in any patient care activities. Inability to participate in patient care activities does not permit the successful completion of the curriculum at any stage. As such, students will not be eligible for admission, for continuation in the curriculum, or for graduation.** These students will be reviewed by

the violations committee and will be sent to the College of Medicine Vice Dean for Education for dismissal.

Another intent of this policy is to assist those institutions who provide an educational venue for our students. Some arrests or criminal offenses make it impossible for a student or applicant to participate in patient care activities. These activities/arrests include, but are not limited to, sexual offenses, homicide or murder, abuse of at-risk populations (children, elderly, prisoners, and patients), possession of child pornography, and possession of illegal substances with intent to sell. Inability to participate in patient care activities does not permit the successful completion of the curriculum at any stage. As such, students will not be eligible for admission, continuation in the curriculum, or graduation.

Students and applicants will be asked to undergo a criminal background that includes fingerprinting upon admission to the graduate program. If the student does not disclose an item subsequently found on a background check, the student will be reviewed by the OSU GCGP Leadership and will likely be sent to the Vice Dean for Education for dismissal. The cost of the background checks will be borne by the OSU GCGP.