



## **Rowan College of South Jersey**

Administrative Rule/Regulation: 8103

### **CRIMINAL HISTORY BACKGROUND CHECKS FOR STUDENTS**

Criminal history background checks may be required as students participate in college courses or for employment based on the major that a student chooses or the requirements of employers. Students can anticipate that certain occupational areas will always require criminal history background checks. These include the fields of education, nursing and other health-related majors, and criminal justice. Background checks are required in, but not limited to, the following occupational areas:

#### Education

Students participating in the 3+1 Inclusive Education program must undergo a criminal history background check, including fingerprinting, prior to beginning the third year of the program. This is a requirement of the New Jersey Department of Education.

All public school employees who have the potential to have student contact must undergo a criminal history background check, including fingerprinting, prior to employment. If the record of a felony does exist, employment is not permitted under any circumstances.

#### Nursing and Health Professions

Clinical agencies accredited by the Joint Commission on Healthcare Organizations (JCAHO), or similar accrediting bodies, may mandate criminal history background checks for all individuals engaged in patient care. When a clinical agency or agencies so require, each student must submit to a criminal history background check. The criminal history background checks will be conducted by an external vendor and results will be on file at the College and the clinical site(s).

Clinical agency personnel will evaluate the results of the criminal history background checks, and, in their sole discretion, make the final determination as to the student's ability to continue to engage in patient care in the agency. If a student is denied clinical placement by any clinical agency due to information on the criminal history background check, the student will not be permitted to continue in that healthcare program. Students so affected may choose to remain at the College in a different program so long as the student's criminal history background check results are not in conflict with program requirements.

Administrative Procedure: 8103 Criminal History Background Checks for Students

Police Academy

Prior to acceptance in the Police Academy, prospective alternate route students are subject to a comprehensive background investigation, which includes a criminal history background check. This may be performed by the local police department, the county sheriff, or county prosecutor's office.

Each major will develop its own forms and processes associated with criminal history background checks based on the needs of the occupations it serves. All such forms and processes must be in compliance with Board of Trustees policy and administrative procedure.

Area: Student Services  
Approved: 07/01/19

President's Authorization:

A handwritten signature in black ink, appearing to read "James Kealey". The signature is written in a cursive style with a large initial "J" and a long, sweeping underline.

References:

Rowan College of South Jersey Board of Trustees Policy Manual, *8103 Criminal History Background Checks for Students*

Administrative Procedure: 8103 Criminal History Background Checks for Students