1) General Policy Statement:

It is the policy of the Wake Forest PA Program to require all students who enter the PA Program to have a criminal background check completed prior to matriculation.

a) Scope: All Wake Forest PA Program students are responsible for complying with this policy.

b) Responsible Department/Party/Parties:
   i. Policy Owner: PA Program Policy Committee
   ii. Procedure: The PA Program Policy Committee
   iii. Supervision: The PA Program Director
   iv. Implementation: The PA Program Director

2) Definitions: For purposes of this Policy, the following terms and definitions apply:

a) WFBMC: Wake Forest Baptist Medical Center and all affiliated organizations including Wake Forest University Health Sciences (WFUHS), North Carolina Baptist Hospital (NCBH), all onsite subsidiaries as well as those off-site governed by WFBMC policies and procedures.

b) Policy: As defined in the Policy on Creating and Amending Policy, a statement of principle that is developed for the purpose of guiding decisions and activities related to governance, administration, or management of care, treatment, services or other activities of WFBMC. A policy may help to ensure compliance with applicable laws and regulations, promote one or more of the missions of WFBMC, contain guidelines for governance, and set parameters within which faculty, staff, students, visitors and others are expected to operate.

3) Policy Guidelines:

a) All students who enter the Wake Forest School of Medicine PA Program will be required to undergo health screenings to be completed prior to matriculation and prior to beginning supervised clinical practice experiences. Additional drug screens or health screenings may be required to address any concerns for meeting technical standards. This may incur additional costs to the student. Conclusions of any health screenings should indicate that the student continues to meet technical standards. If the student does not meet technical standards, this could disrupt the timeline and/or ability of the student to participate in program curriculum.
b) A signed background check authorization form will be obtained from each applicant who has accepted an offer of admission to the program. The charge for this will be covered by the deposit paid by the student on acceptance to the program. The offer of admission is conditional upon results of the background check and health screening. Additional background checks may be required by specific clinical sites on supervised clinical practice experiences. This may incur additional costs to the student.

c) The health screenings may include review of required immunizations, color vision screening, FitTesting, Tb testing, and drug screening.

d) The criminal background check includes but is not limited to the following:
   • a National Sex Offender Registry search
   • a determination of areas of residence for the past seven years through a social security number check
   • a state and local (county)-level search based on areas of residence for the past seven years for:
     • all levels of criminal offense
     • all types of adjudications
     • all legal processes not yet resolved • all types of offenses

e) Should the background check yield any criminal information, the offer of admission or continued enrollment in the program may be revoked.

4) Review/Revision/Implementation

a) Review Cycle: This policy shall be reviewed by the PA Program Policy Committee at least every three (3) years from the effective date.

b) Office of Record: After authorization, the Legal Department shall house this policy in a policy database and shall be the office of record for this policy. The PA Program will also house this policy in its policy database.

5) Related Policies

6) Governing Law or Regulations

7) Attachments