STANDARD POLICY

POLICY:

All pre-licensure BSN students in the School of Nursing (SON) shall have a Department of Public Safety/Federal Bureau of Investigation (DPS/FBI) criminal background check before attending clinical classes. [83rd Legislative Session, Senate Bill 1058, SECTION 2. Subsection (c), Section 301.2511; SECTION 3. Section 301.257, Subsections (j) and (k)].

The Joint Commission requires clinical background checks for security purposes on all employees, staff, and volunteers who supervise care, render treatment, and provide services in clinical facilities.

PROCEDURE:

All SON students shall have documentation from the Texas Board of Nursing (BON) regarding the outcome of a criminal background check on file in the SON before the first day of class. The documentation will be one of the following:

1. BON Card (blue card)
2. Operations Outcome Letter
3. Enforcement Outcome Letter
4. Eligibility Order

Criminal background checks will be conducted by the BON. The SON will send a roster of newly accepted nursing students to the BON each semester.

The BON will send the SON a confirmation email within ten business days. At that time, the SON will notify the students and each student shall arrange a fingerprint scanning appointment.

The student may not be fingerprinted until notified by the SON.

The student will pay for both the fingerprint scanning services and the cost of the DPS/FBI background check.
The BON will mail a postcard directly to those students who have a clear background check. The student will then give a copy of this postcard to the SON.

In the event the BON contacts the student concerning the need for additional information, including but not limited to a Declaratory Order, the student must notify the director of the SON and submit any correspondence from the BON to the SON.

The student will pay for the Declaratory Order if a charge is assessed.

If a student is charged with an act which may require a Declaratory Order while in the SON program, the student will:

1. Contact the BON to determine if a Declaratory Order is needed;
2. Notify the director of the SON of the act and the BON requirement, if any;
3. Pay for any expenses associated with this process.