

# Background Check and Drug Screening Guidelines for Valencia College Allied Health and Nursing Programs

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Valencia does not have an official policy regarding student background checks or drug screening. However, all students entering the Nursing and Allied Health programs are required to submit to a criminal background check and drug testing because these programs include clinical rotations in a variety of external affiliate health care facilities, which have policies that we must respect pursuant to our contracts with them.

Our affiliates' policies require that students serving in a clinical rotation be free of specific offenses that would disqualify them for a student clinical and have their civil rights intact. In addition, our affiliates require that students return negative drug screening results based on a list of specified substances. These guidelines are derived from the requirements specified by our affiliates, and are subject to change upon any modification to our affiliates' policies.

**PROCEDURES:** Our affiliates require Level 1 and 2 criminal background checks and 10-panel drug testing of all students. This screening must be completed utilizing the Allied Health and Nursing Divisions' process, including use of its designated vendor(s). The results of background checks and drug testing from other facilities or entities will not be acceptable for admission to Valencia's Allied Health and Nursing programs.

The clinical portions of the programs are required for program completion and students cannot fulfill the program requirements if they cannot participate in the clinical experience. If the results of the required background check, fingerprints scan, or drug screening negatively impact a student's final acceptance into a program, a Notice of Adverse Action will be sent to the student through Valencia's ATLAS email.

## **Incoming students:**

### **Background Checks**

1. Valencia's healthcare affiliates require Level 1 criminal background checks for all students who participate in clinical experiences in their facilities.
2. The Agency for Healthcare Administration, which governs our affiliates, requires Level 2 background checks/ FDLE finger printing for students whose clinical program places them with vulnerable populations.
3. Due to additional requirements from some of our clinical affiliates, employment verifications are included in the background effective February 2014.

Valencia's health care affiliates have provided the administration with a comprehensive list of offenses that they deem unacceptable for students entering their facilities. This list is compiled solely by the affiliate, without any input from Valencia. When Valencia receives the results of each comprehensive background check, those results are compared with the list provided by the affiliate to determine if a listed offense has been discovered. Valencia does not make any determination on the suitability of a student to serve in a clinical rotation or subjectively interpret any results; it merely determines whether an offense listed on a background check report is present on the affiliate's list of unacceptable offenses. Such disqualifying offenses are presented on a case-by-case review together with any documentation provided by the student.

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If the results of the required background check, finger print scan, or drug screening negatively impact a student's final acceptance into a program, a Notice of Adverse Action will be sent to the student through Valencia's ATLAS email.

The student may meet with the appropriate Academic Dean for consultation regarding the results of background checks; however, the Dean will advise the student only based upon clearly defined offenses provided by the affiliates. The Dean does reserve the right to consider the student for program entry at a later date; if the disposition of an offense is changed in the student's favor; he/shall may be reconsidered for entry to a program.

## Drug Testing

1. 10 panel drug testing must be negative for all substances.
2. Dilute negative specimens will not require retesting, unless required by specific health care agency.

Valencia's health care affiliates have provided the college administration with a comprehensive list of substances that they deem unacceptable for students entering their facilities. This list is compiled solely by the affiliate, without any input from Valencia. When Valencia receives the results of each drug screening, those results are compared with the list provided by the affiliate to determine if the presence of a listed substance has been discovered. Valencia does not make any determination of the suitability of a student to serve in a clinical rotation or subjectively interpret any results; we merely determine whether a substance found through a drug screening is present on the affiliate's list of unacceptable substances and advise the affiliate of that fact.

Positive results for any substance must have a viable medical explanation and the student shall have been prescribed treatment by a licensed health care professional. Where positive results do not have a medical explanation, students may be denied admission and may re-apply to the program at a later time.

**IMPORTANT NOTE: While Medical Cannabis is now legal in Florida complete with a prescription card, Valencia College must respect our affiliate health care facilities' policies and their responsibilities to ensure safe patient care under our affiliation agreements. Most of our affiliates do NOT grant an exemption for this drug.**

**Incumbent students:** If a student incurs a record as a result of an arrest or encounter with the law while in a program, he/she is required to disclose the incident to the Office of Clinical Compliance immediately. Depending on the circumstances, failure to self-disclose or the offense itself may result in withdrawal from the program. Clinical affiliates may perform a separate background check and, if an offense is discovered, this may affect the student's clinical access.

Random drug testing will be required at the student's expense in the event of a previous positive result, suspicion of substance use/abuse or affiliate policy change. A positive result upon random drug testing will result in withdrawal from clinical assignment with commensurate inability to meet the completion requirements of the program.

# Background Check, Finger Print Scan, Drug Screen and Health Student Acknowledgement and Agreement

## Valencia College Allied Health and Nursing Programs

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### Background check and finger print scanning

- If charges are found on a student's record that appear on the list of offenses that may disqualify the student for clinical rotations, the college will submit documents to our clinical affiliates for review. If access is denied upon affiliate review, the student will be notified of adverse action via ATLAS email
- If a student incurs a record as a result of an arrest or encounter with the law, he/she is required to disclose the incident to the Office of Clinical Compliance immediately. Depending on the circumstances, failure to self-disclose or the offense itself may result in withdrawal from the program. Clinical affiliates may perform a separate background check and, if a disqualifying offense is discovered, this may affect the student's clinical access.

### Drug Screening

- If the results of the required drug screen are positive, the student must provide documentation of medication prescribed to him/her; if such documentation is acceptable by the CastleBranch Medical Review Officer (MRO), the results will be changed to negative. An unsubstantiated or disallowed (Medical Cannabis) positive drug screen will result in denial to the program.
- While a student is enrolled a program, he/she may be required to submit to a random drug test at the student's expense in the event of
  - A previous positive result
  - Suspicion of substance use/abuse
  - Clinical affiliate policy change

A positive result upon random drug testing will result in withdrawal from the clinical assignment with commensurate inability to meet the completion requirements of the program.

### Health and Physical

- A Health and Physical form is submitted upon entry to an Allied Health or Nursing Program. This document must be completed and signed by a healthcare provider verifying that a student meets the performance standards of the program and has no limitations to the contrary.
- If a health condition, injury, or surgery occurs while the student is enrolled in a program, the student must disclose the specifics and provide documentation of medical clearance for continuation in the program clinical coordinator or the Office of Clinical Compliance.

Check each item above and sign below to acknowledge and agree to the policy as outlined in this document. Then, **upload the document to your CastleBranch Account.**

PRINTED NAME _____	PROGRAM _____
SIGNATURE _____	DATE _____