

Criminal Background Requirements and Release of Information

If admitted to the Physical Therapist Assistant Program you will be required to pass a criminal background check at the start of the program to comply with clinic requirements. By signing the Information and Disclosures Form in the application packet you acknowledge understanding of the criminal background check policy and procedures and possible implications. Criminal background check applications will be submitted to CastleBranch. If the background check is positive for certain offenses, the student may not be able to participate in the clinical experiences and will be dismissed from the program. Results of criminal background checks will be maintained electronically through CastleBranch data records and kept in a locked space with immediate access only by the PTA Program Director, the Director of Clinical Education (DCE), and the Dean of Health Sciences. It is also possible that the College President, Vice President of Instruction, Student Services, the Health Sciences Technical Appeals Committee, and the College's legal counsel may also have access to the background check results in certain situations, such as but not limited to, a student's removal from the Program due to the background check.

Criminal background checks review a person's criminal history. The background check includes the cities and counties of all known residences, not just the DFW area. The following criminal histories are examples of actions that may disqualify an individual from consideration for the clinical rotation, leading to dismissal from the PTA program. This list is for example purposes and is not an exhaustive list. (Each criminal record or individual will be assessed according to Equal Employment Opportunity Commission requirements):

- Felony convictions/deferred adjudications/including a finding or verdict of guilty, an admission of guilt, or a plea of nolo contendere, in this state or in any other state or nation;
- Misdemeanor convictions or felony deferred adjudications involving crimes against persons (physical or sexual abuse), illegal use or distribution of drugs
- Misdemeanor convictions or deferred adjudications related to moral turpitude (prostitution, public lewdness/exposure, theft under \$1,500, computer crimes of fraud, etc.)
- Felony deferred adjudications for the sale, possession, distribution, or transfer of narcotics or controlled substances
- Registered sex offenders
- OIG, GSA and Medicaid Sanctions
- Terrorist Suspect List
- Pending charges and warrants for arrest

It is imperative that if you have any record that could be an issue it is reviewed by the Texas Board of PT examiners. This process needs to be started before you apply to the program. A copy of the Texas Board rules pertaining to licensure with a criminal conviction is attached. The PTA program director and DCE need to be informed when this process is begun. While in the

program, if any of these situations arise, the PTA Program Director and the DCE need to be informed as soon as possible.

Some clinical sites will require an updated background check be completed just prior to the start of a rotation with their facility. The cost of each background check is the sole responsibility of the student.

By signing an Information and Disclosures Form, the student acknowledges that he/she has read and understands the criminal background procedure and policies including the Texas Board of PT Examiners rules pertaining to licensure of individuals with criminal convictions. In addition, signing the document gives permission to Weatherford College to release the student's criminal background to clinical agencies to which the student has been assigned for clinical education, clinical rotations, and to other parties noted above that have a role in the student's education process at Weatherford College.