PURPOSE: To establish guidelines for local medical centers and affiliated colleges/universities/schools ("Schools") pertaining to criminal background checks and drug screenings of students ("Student") and faculty members ("Faculty") participating in non-paid clinical training rotation/placement with Kaiser Foundation Hospitals ("KFH") and Southern California Permanente Medical Group ("SCPMG").

POLICY AND RESPONSIBILITY:

1. Schools are responsible for obtaining (or arranging through third party vendors, e.g., (www.mybackgroundcheck or www.dataservices.com) the required criminal background check and drug screening for Faculty and Students, pursuant to the Agreement For Student Clinical Practice And Training (Practice Programs).

2. Faculty and Students of Schools must clear their criminal background check prior to placement and training in KFH and SCPMG clinical facilities.

3. All participating schools and agencies agree to adhere to a standardized process or Faculty/Student criminal background check as set forth below, and in compliance with applicable federal and state laws.

4. Background checks must include the following information:
   
   a. Verification of legal name (current legal name and any prior legal name).
   b. Verification of social security number.
   c. Verification of address.
   d. Seven years of residence/background/criminal history in three counties.
   e. Sex offender database search.
   f. Felony and misdemeanor criminal record search.
   g. Federal Criminal Records search.
   h. Search through applicable professional certification or licensing agency for infractions if Student currently holds a professional license or certification (e.g., respiratory therapist, C.N.A.).

5. Drug screening is required for Pharmacy students only. Participants in any pharmacy related program must clear the drug screening prior to placement and training in KFH and SCPMG clinical facilities.

   5.1 Schools must follow an established and lawful drug screening protocol in accordance with local or state laws related to drug testing policies.
5.2 Drug screen with urine or blood sample, Panel 10 includes testing for the following drugs:

- Amphetamines
- Barbiturates
- Benzodiazepines
- Cocaine
- THC (Marijuana)
- Methadone
- Methamphetamine
- Opiates
- PCP
- Tricyclic Antidepressants

6. Prior to commencement of clinical training of School Faculty/Student at the KFH or SCPMG facility, School will verify to KFH or SCPMG that the following information, set forth in Sections 5, is documented and on file for the assigned clinical Faculty/Student.

7. Faculty/Student will be unable to participate in clinical training program at KFH/SCPMG facilities due to failure to complete or pass applicable screening requirements or due to the reporting of a serious criminal conviction, including but not limited to, the following offenses:

   a. Murder
   b. Sexual offenses/sexual assault
   c. Felony possession and/or furnishing of a drug/controlled substance
   d. Felony theft
   e. Class B and Class A misdemeanor theft
   f. Fraud
   g. Felony assault
   h. Abuse
   i. Other felonies involving weapons and/or violent crimes

8. The initial background check and drug screening will satisfy the screening requirement during continuous matriculation of the Faculty/Student for the duration of their participation in the clinical training program. If the Faculty/Student discontinues participation in the program for more than one consecutive semester, a new background check and drug screening will be required. * Drug Screening is only required for Pharmacy related programs only.

9. KFH and SCPMG representatives at the clinical training facility will determine the final placement status of Faculty/Student based on reported background check information.

Related Policies and Procedures:

   a. The Joint Commission, HR.01.02.05 (www.jointcommission.org)
   b. California Board of Registered Nurses – Background Checks for Student Clinical Placement, EDP-I-33
   c. Kaiser Permanente National HR Policy .029
   d. Kaiser Permanente National HR Policy .030
   e. Kaiser Permanente Southern California HR-5.10
## APPROVALS

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<thead>
<tr>
<th>Name</th>
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<tbody>
<tr>
<td>Maureen Casamiquela</td>
<td>[Signature]</td>
<td>05/11/2012</td>
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<tr>
<td>Joyce Johnson</td>
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<td>5-15-12</td>
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<tr>
<td>Kathy McArdle</td>
<td>[Signature]</td>
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