

BACKGROUND CHECK & DRUG SCREEN: RN-BSN

RN-BSN students (licensed RN's) who are accepted at The Christ College of Nursing and Health Sciences (TCCNHS) are required to complete and/or provide the following:

- Criminal Background Check
- RN Licensure Verification
- Valid Driver's License
- Drug Test

Initiate the background check & drug screen no more than 6 months prior and at least 30 days prior to class start.

Students will complete these requirements through SELECTiON.COM[®], our corporate screening partner, and their Fastrax[®] online platform. Students are required to complete this screening process as a condition of enrollment which includes a criminal background check, RN licensure verification, drug test and valid driver's license. **Prior background check results that a student may have received for reasons unrelated to the College are not acceptable for purposes of these policies.** This includes checks completed for employment.

NUR 435, 450 and 465 include a practicum component. Agencies, in their sole discretion, have the authority to disallow a student from being placed at their site based on negative information in a background check.

CRIMINAL BACKGROUND CHECK & DRUG SCREEN PROCESS

RN-BSN Students at The Christ College of Nursing and Health Sciences (TCCNHS) are required to complete a criminal background check prior to starting classes as a condition of enrollment. This requirement is in accord with Ohio Revised Code Section 4723.09 as well as regulations of health care facilities, regulatory bodies and accreditors.

Typical criminal background check results are returned within 24 to 48 hours. Results are maintained by SELECTiON.COM[®] within a secure environment and are accessible by the Dean of Academics via the Fastrax[®] dashboard. The Dean of Academics will securely review each student's results on-line through a unique username and password. Throughout the process all criminal background check results are confidential and are filed in a secure location within the Office of the Dean of Academics, upon completion.

Students with a citation will have their criminal record reviewed on an individual basis by the Dean of Academics, who will consult with legal counsel on a case-by-case basis prior to rendering a decision.

URIND DRUG SCREEN

Drug testing is required by the College as a condition of enrollment. **Failure to comply or achieve a satisfactory outcome will result in the student's admission offer being rescinded and attempts to re-apply to the College in the future will not be considered.** Students may be drug tested any time due to "reasonable suspicion". Circumstances which constitute reasonable suspicion include, but are not limited to, physiological signs of possible impairment from drugs or a pattern of abnormal behavior.

Refusal to permit testing will be an automatic dismissal from the College. If the student fails a drug screen and cannot produce valid prescription documentation, the student will be automatically dismissed from the College. Two (2) dilute drug tests will constitute a failed drug test. **Students who are dismissed from the College due to a failed drug test will not be permitted to reapply to the College.** Students will be notified in writing by the Dean of Academics of the failed drug test.

ABOUT SELECTION.COM®

The Christ College of Nursing and Health Sciences has secured the services of SELECTION.COM®, a nationwide provider of background checks and pre-employment verifications based in Cincinnati, to assist in the collection and verification of all pertinent applicant information as outlined above. The collection of this data is conducted by our third-party partner to ensure privacy and accuracy. No data is stored off-shore and multiple security redundancies reduce the risk of an information breach.

BACKGROUND CHECK & DRUG SCREEN

The cost of the criminal background check is the responsibility of the student.

The criminal background check cost for new students is \$73.00.

BACKGROUND CHECK ORDERING INSTRUCTIONS

The following instructions are time-sensitive. Please review the requirements before proceeding.

Before Starting:

- A valid email address is REQUIRED.
- Have your Visa or Master Card available.
- You must have a printer accessible to print your credit card receipt.

Questions about completing your check? The background check is administered by SELECTION.COM®

Contact SELECTION.COM® Customer Service via telephone at (800) 325-3609 (ext.4002), email at CustomerSupport@Selection.com or Live Chat (M-F, 8AM-8PM) via the website below for assistance.

Completing your Background Check: Step by Step

1. Click [HERE](#) or type <https://www.selection.com/christ-nursing> into your web browser to begin the background check and documentation submittal portions of your registration.
2. Click on **Background Check-RN-BSN**
3. Follow the instructions as given and complete the data profile section, electronically signing the forms as they appear.
4. When prompted, choose the site of your drug test by entering your zip code (change the radius of your search, if necessary) using the convenient Collection Site location finder and click SEARCH. Once you have identified the nearest location, click SELECT.

ONCE SCHEDULED, YOU WILL HAVE 72 HOURS TO COMPLETE THE DRUG SCREENING.

NOTE: Please remember to take your authorization form (either printed or as populated on your mobile device) and government issued photo I.D. (e.g. driver's license) to the assigned Quest Diagnostics® location as shown on your Chain of Custody document.

5. Enter your Visa or MasterCard when prompted in order to process payment. Your credit/debit card will be charged 73.00 for the background check and drug screen.

**Please note that this information is for the sole purpose of background check screening for The College of Nursing and Health Sciences only. Unauthorized use of this service is prohibited.*