

**Graduate Medical Education  
West Virginia University School of Medicine  
Criminal Background Check Policy**

1. All resident physicians who begin employment in a graduate medical education program sponsored by the West Virginia University School of Medicine in June 2006 or later will be subject to a criminal background check, by fingerprinting or the most recent technology available.
2. These checks will be provided by the human resources departments of West Virginia University Hospitals or the Veterans Administration Hospital.
3. The resident physician may not begin their training program beyond the orientation phase until the criminal background check has been submitted.
4. A criminal background check will be repeated at least every 24 months during the tenure of the resident with the sponsoring institution. The Veterans Administration Hospital may require the process repeated more frequently.
5. Results of the criminal background check will be reviewed by a special committee composed of the members of the GMEC taskforce, the Director for Medical Education (DME) at the VA Hospital, and the Vice President for Medical Staff Affairs at WVUH. The results will be shared with the residents.
6. Based on the review of the results of the criminal background check as outlined in section 4 of this policy, the committee will recommend continuation of employment, continuation of employment with restrictions and/or probation, or discontinuation of employment.
7. Appeals of the recommendations of the criminal background check review committee will follow the same process as outlined in the GME bylaws.

Written: November 2005

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Release:

I, \_\_\_\_\_, agree to submit to a criminal background check by fingerprinting or the most current technology available as part of my employment with West Virginia University School of Medicine.

I also agree to have the results of the criminal background check released for review by the criminal background check review committee for GME.

My signature below acknowledges my consent for this process, and my understanding that my continuation in a graduate medical education program at West Virginia University is contingent upon successfully completing this process as outlined above.

\_\_\_\_\_ Signature \_\_\_\_\_ Date