Policy:
Students who disclose arrests or convictions on the Student Disclosure form must submit a criminal background check with the admission application. This includes any alcohol related offenses. Students with no issues to disclose will submit their background check upon acceptance into the nursing program. If the student is in doubt, check with an academic advisor within the Indiana University School of Nursing (IUSON).

Students who falsify or fail to disclose any activity on the Student Disclosure Form, including but not limited to arrests, convictions, and participation in pre-trial diversion programs, will be denied admission to IUSON, regardless of the severity of the offense. Student acceptance into the program may be rescinded at any time the IUSON determines this has occurred.

Students with charges pending, students on house arrest, or students pending completion of a diversion programs are not eligible for admission to IUSON. Pending charges must be resolved and pre-trial diversion programs must be completed prior to making application to the IUSON.

Per our policy, students with a positive criminal background check are allowed admission if we can place them clinically. This document represents guidance that takes our clinical partners’ policies and practices into account, offering a combined statement about the current practice we find with our clinical partners. Given this, our practice may be amended without notice to reflect our clinical partners’ policy. Please note that the state board of nursing will also ask the graduate of each nursing program if there are any criminal activities to disclose. The IUSON is not responsible for the action or decision of the state board of nursing regarding eligibility for RN licensure.

To understand the circumstances that may disqualify a student from admission to the IUSON, please note the following definitions:

1. **Conviction:** Any violation of a law or ordinance for which a prospective student was found guilty by a judge and/or jury or to which the prospective student pled guilty.

2. **Falsification:** Providing or omitting information contrary to that obtained in a background investigation (unless the background investigation is proven to be inaccurate) and/or providing false, incomplete or misleading information. In the event of falsification, the individual is not eligible for reapplication.

3. **“Never” list:** The following convictions will disqualify a student from admission, regardless of how long ago the conviction occurred:
   a. A sex crime
b. Exploitation of an endangered adult as defined by Indiana Code

c. Failure to report battery, neglect, or exploitation of an endangered adult

d. Murder

e. Voluntary manslaughter

f. Abuse or neglect of a minor, child or dependent


g. Failure to report the abuse of a minor, child or dependent

h. Any act that, if it occurred at the organization, could compromise the safety or well-being of patients, employees, visitors, or volunteers of the organization

i. Abuse, neglect, or mistreatment of a patient or misappropriation of a patient’s property, as reflected in the state nurse aide registry

j. Any person whose name appears in a Sex Offender Registry

4. “Five Year” list: Students will be disqualified from admission if conviction for one of the following offenses occurred within the last 5 years (Time frames are measured from the date of disposition).
   a. Theft (theft includes, but is not limited to, criminal conversion, receiving stolen property, shoplifting and identity theft)
   b. Involuntary manslaughter
   c. A felony offense relating to controlled substances
   d. Battery

5. Repeated Offenses: Students who have more than one offense may be disqualified from admission, if the pattern of offenses precludes clinical placement. This includes drinking tickets and other drug/alcohol related offenses.

Management of Current IUSON Student’s with new Criminal Offenses:

Students who are arrested or convicted during the time they are students in the IUSON (including break periods) are responsible to notify a nursing academic advisor within the IUSON on the appropriate campus within 7 working days of the arrest. All currently enrolled nursing students are required to complete an annual criminal background check (Policy H_03 BSN Criminal Background Check).

New arrests for criminal activity on the “never” or “5 year” list will result in program suspension, while investigation is occurring. New convictions for criminal activity on the “never” or “5 year” list will result in program dismissal.

Failure to disclose new arrests or convictions that show up on the annual criminal background check constitutes falsification. For example, if a student receives a drinking ticket mid-year and does not disclose this to the appropriate person with the IUSON within seven (7) working days, this constitutes falsification. Falsification is a violation of the Indiana University Student Code of Rights, Responsibilities and Conduct and will result in action per university policy (which can include program dismissal).

New arrests or convictions that are disclosed will be reviewed by the appropriate campus administrator for determination of eligibility to be placed clinically. In the event, the IUSON is unable to place the student clinically, the student will be suspended pending final legal action
(conviction, acquittal or dismissal of charges). Once final legal action has been determined, the ability of IUSON to place the student will determine the final outcome.

**Procedure for Sharing Confidential Information with Clinical Partners:**
Any information IUSON shares with clinical partners will be de-identified.

Approved by CCNF Student Affairs 11/26/12
Approved by CCNF Executive Committee 12/10/12
Approved by all faculty via electronic vote 2/11/13