

TTUHSC SCHOOL OF PHARMACY
OFFICE OF RESIDENCY PROGRAMS

Criminal Background Check Policy

- All residents applying for TTUHSC pharmacy residencies beginning in July 2006 are required to pass a criminal background check prior to start of employment July 1 per HSC OP 10.20.
- All residents will receive notice of a requirement for a criminal background check in application materials for the program (brochures, pamphlets, offer letter, etc.)
- Residents must consent to and submit information for a criminal background check to be performed by a vendor chosen by TTUHSC School of Pharmacy
- Residents will be asked for consent to perform a criminal background check and given the application at their on-site interview or in the follow-up correspondence after the Match has taken place
- Residents failing to provide consent for the background check will not be considered for the program or will be denied formal acceptance into the program if they have already gone through the Match process
- Incoming residents are responsible for fees associated with the criminal background check; residents must pay the vendor directly with a valid credit card prior to the completion of the background check.
- Residents must complete and submit the criminal background check paperwork within 1 month of residency acceptance, and ideally they should include it with their acceptance letter.
- Residents who fail to complete and submit the application will be withdrawn from the program and another resident recruited in their place (if possible).
- The criminal background check must be performed in sufficient time to obtain results by July 1st. If residents fail to complete the criminal background check in sufficient time, the resident may be placed on observation or probationary status, according to the delayed progression policy for pharmacy residents.
- The TTUHSC SOP residency program reserves the right to dismiss residents from the program who fail to successfully complete a background check in time for start of the residency program or in whom a criminal background check reveals significant criminal activity which may jeopardize training experiences within the residency program.