

## Criminal Records Check and Vulnerable Sector Screening (VSS)

<b>Policy Category:</b>	Registration, Progression, Graduation
<b>Subject:</b>	Criminal Records Check and Vulnerable Sector Screening (VSS)
<b>Subsections:</b>	<a href="#">Faculty of Health Sciences;</a> <a href="#">King's University College;</a> <a href="#">Social Justice and Peace Studies;</a> <a href="#">Social Work Practicum;</a> <a href="#">Thanatology;</a> <a href="#">Catholic Studies for Teachers;</a> <a href="#">Schulich School of Medicine &amp; Dentistry</a>
<b>Approving Authority:</b>	Senate
<b>Responsible Committee:</b>	Senate Committee on Academic Policy
<b>Related Procedures:</b>	*
<b>Officer(s) Responsible for Procedures:</b>	*
<b>Related Policies:</b>	<a href="#">Admission – MD Program</a>
<b>Effective Date:</b>	December 2011
<b>Supersedes:</b>	*

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### FACULTY OF HEALTH SCIENCES

*The following policy applies to all Schools/Programs in the Faculty of Health Sciences.*

#### **Faculty of Health Sciences: Records Check and Vulnerable Sector Screening**

The University of Western Ontario does not require a Criminal Records Check or other screening procedure (e.g., Vulnerable Sector Screen {VSS}) as a condition of admission into its programs in the Faculty of Health Sciences. However, prospective students should be aware that a criminal records check or VSS may be required by

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other facilities used for clinical or co-op placements or experiences related to an academic course assignment. It is the **student's responsibility** to have the necessary procedure completed. In some programs students **will not be permitted access** to such courses without having completed this requirement.

Students will share VSS or record check information directly with the facility or agency for which they have been assigned a placement and may, if they wish, disclose results to their School or Program. Students unable to complete a clinical requirement of their program because they are unable to meet a facility's requirement for such a screening, or because a facility refuses to accept them on the basis of the information contained in the record check or other screening procedure, **will not be eligible for progression or graduation**. Those students enrolled in an internship placement, clinical practice placement or co-op as a course requirement **may not be able to pass the course** if they have not met an agency's requirement or if the agency refuses to accept them on the basis of the information contained in the record check or other screening procedure. Students should check with their School or Program for details as to policy on course access and to the time frame within which a screening must be completed.

### KING'S UNIVERSITY COLLEGE

#### **Social Justice and Peace Studies: Records Check and Vulnerable Sector Screening**

The Social Justice and Peace Studies program at King's University College at The University of Western Ontario does not require a Criminal Records Check or other screening procedure (e.g., Vulnerable Sector Screening {VSS}) as a condition of admission into its programs. However, prospective students should be aware that a criminal record check or VSS may be required by other facilities used for practicum placements, or experiences related to an academic course assignment. It is the student's responsibility to have the necessary procedure completed. In some programs, students will not be permitted access to such courses without having completed this requirement.

Students will share VSS or other record check information directly with the facility or agency for which they have been assigned a placement and may, if they wish, disclose the results to their Program Coordinator. Students unable to complete a placement requirement because they are unable to meet a facility's requirement for such a screening, or because a facility refuses to accept them on the basis of the information contained in the record check or other screening procedure, will not be eligible for progression or graduation. Those students registered in an internship placement, clinical practice placement or co-op as a course requirement may not be able to pass the course if they have not met an agency's requirement, or if the agency refuses to accept them on the basis of the information contained in the

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record check or other screening procedure. Students should check with their Program Coordinator for details as to the policy on course access and to the time frame within which a screening must be completed.

### **Social Work Practicum**

Assignments to Practica will be determined by the Coordinator of Field Instruction following consultation with students. Students should be aware that there may be financial costs (such as parking, transportation, manual and insurance) and special agency requirements (such as police checks and health requirements) associated with the Practicum. A car may be needed for some community-based placements.

Neither The University of Western Ontario nor King's University College requires a Criminal Records Check or other screening procedure (e.g., Vulnerable Sector Screen [VSS]) as a condition of admission into the Bachelor of Social Work (Honors) program. However, prospective students should be aware that a criminal records check or VSS may be required by other facilities used for field placements or experiences related to an academic course assignment. In such cases, it is the student's responsibility to have the necessary procedure completed. Students will not be permitted access to such courses without having completed this requirement.

Students will submit a copy of their VSS or other record check information directly to the School of Social Work for retention in their confidential Student Practicum File. Students may be required to share their VSS or other record check directly with the facility or agency to which they have been assigned depending on the facility or agency policy and requirements. Students unable to complete a Practicum because they are unable to meet a facility's requirement for such a screening, or because a facility refuses to accept them on the basis of the information contained in the record check or other screening procedure, may not be eligible for progression or graduation. Students enrolled in a Practicum may not be able to pass the course if they have not met an agency's requirement, or if the agency refuses to accept them on the basis of the information contained in the record check or other screening procedure.

Students should check with the School of Social Work for details regarding course access and the time frame within which a screening must be completed.

### **Thanatology: Records Check and Vulnerable Sector Screening**

The Thanatology program at King's University College at The University of Western Ontario does not require a Criminal Records Check or other screening procedure (e.g., Vulnerable Sector Screening {VSS}) as a condition of admission into its program. However, prospective students should be aware that a criminal record check or VSS may be required by other facilities used for clinical or practicum placements, or experiences related to an academic course assignment. It is the student's responsibility to have the necessary procedure completed. In some

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programs, students will not be permitted access to such courses without having completed this requirement.

Students will share VSS or other record check information directly with the facility or agency for which they have been assigned a placement and may, if they wish, disclose the results to their Program Coordinator/King's University College.

Students unable to complete a placement requirement because they are unable to meet a facility's requirement for such a screening, or because a facility refuses to accept them on the basis of the information contained in the record check or other screening procedure, will not be eligible for progression or graduation. Those students registered in a placement as a course requirement may not be able to pass the course if they have not met an agency's requirement, or if the agency refuses to accept them on the basis of the information contained in the record check or other screening procedure. Students should check with their Program Coordinator for details as to the policy on course access and to the time frame within which a screening must be completed.

### **Catholic Studies for Teachers: Vulnerable Sector Screening**

Neither The University of Western Ontario nor King's University College requires a Criminal Records Check or other screening procedure (e.g., Vulnerable Sector Screen [VSS]) as a condition of admission into the Catholic Studies for Teachers program. However, prospective students should be aware that a criminal records check, VSS, and or medical tests, may be required in order to take part in the school field placement. In such cases, it is the student's responsibility to have the necessary procedure(s) completed. Students will not be permitted access to such courses without having completed this requirement.

Students will share VSS or other record check information directly with the facility or agency to which they have been assigned a placement and may, if they wish, disclose results to the Department. Students unable to complete a field placement because they are unable to meet a facility's requirement for such a screening, or because a facility refuses to accept them on the basis of the information contained in the record check or other screening procedure, will not be eligible for progression or graduation. Students enrolled in a field placement may not be able to pass the course if they have not met an agency's requirement, or if the agency refuses to accept them on the basis of the information contained in the record check or other screening procedure. Students should check with the Department for details regarding course access and the time frame within which a screening must be completed.

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### **SCHULICH SCHOOL OF MEDICINE & DENTISTRY**

#### **Police Records Check/Vulnerable Sector Screening Policy (MD Program)**

See the Admissions Policy for the MD Program.