

# CRIMINAL BACKGROUND CHECK POLICY

## Purpose

The Lamar University (LU) JoAnne Gay Dishman School of Nursing (SON) adheres to the policies of all practicum facilities with which the Dishman SON is affiliated for student practicum learning experiences. Practicum agencies used by the Dishman SON may stipulate in the practicum affiliation agreements that students' criminal backgrounds be prescreened before they are permitted into the practicum facility. The requirement is based on the concept of due diligence and competency assessment, including past criminal behavior of all individuals whose assignments bring them into contact with patients and the general public. Moreover, the Texas Board of Nursing (TBON) requires a criminal background check before initial Registered Nurse (RN) licensure in the state of Texas and began, in 2004, a process to initiate a criminal background check (CBC) for nursing students before enrolling in nursing school (Texas Nurse Practice Act Sec 301.2511). On this basis, the JoAnne Gay Dishman School of Nursing (SON) has implemented a CBC policy for all students applying for admission to the Bachelor of Science (BSN) pre-licensure nursing program.

## Process

The Texas Board of Nursing (TBON) requires all individuals seeking RN licensure by examination in Texas to comply with a CBC through the Texas Department of Public Safety (DPS) and the Federal Bureau of Investigation (FBI). The admission application for the BSN nursing program contains information about the CBC and authorization for the Dishman SON to initiate the CBC is obtained from the applicant. Applicants are responsible for all costs associated with the CBC.

The Dishman SON will submit all applicants' names and required information to the TBON for the mandatory CBC each application cycle. The CBC process includes fingerprints provided to a fingerprinting agency, MorphoTrust (IdentoGO). Applicants will receive an email from IdentoGO, with instructions for making an appointment. Applicants who have recently completed a CBC may not receive an email from IdentoGO to make an appointment because their previous fingerprints may be used for the CBC. Detailed instructions about the CBC process for applicants are located on the TBON website ([CBC Instructions](#)).

All applicants with a clear CBC will receive a Blue Card from the TBON in the mail and must submit the Blue Card to the Dishman School of Nursing Information Center 10 days before the first day of the admission semester. Applicants with a positive CBC will be notified by the TBON and given instructions to complete the required Declaratory Order ([Declaratory Order](#)). The Declaratory Order outcome letter is a mandatory requirement to obtain full acceptance into the nursing program and must be submitted to the Dishman School of Nursing Information Center 10 days before the first class day of the admission semester.

Full acceptance into the nursing program is contingent upon satisfactory results of the CBC; admission may be denied or rescinded based on the CBC results. Completion of a CBC does not guarantee NCLEX-RN examination eligibility, licensure, or employment after graduation.

See the TBON website for frequently asked questions about the CBC [FAQs](#)

## Eligibility for Licensure and Required Reporting

Eligibility criteria for licensure in Texas are found on the TBON website [Licensure Eligibility](#). Any student with an affirmative response to any of the licensure eligibility questions must promptly notify the Dishman SON Associate Director of Undergraduate Nursing Studies. In addition, the student must formally disclose an eligibility issue to the TBON by submitting a petition for a Declaratory Order. The student must receive an outcome letter from the TBON that states the student is eligible for initial licensure or licensure renewal before program entry or progression. Additionally, a positive criminal history may result in not being eligible to participate in practicum courses, which could result in a required withdrawal from the BSN nursing program.

Note:

Verification information will be filed in a secured area to ensure confidentiality. If the student feels that an error has been made in the results of the criminal background check, it is the responsibility of the student to contact the external vendor for a verification check and the student is responsible for any cost associated with this check. Other than error relative to identify, there will be no appeal of this policy

*Revised by UNS 1/24/2014, 11/18/2016, Revised by FA 5/7/2019; Revised by FA 10/28/2024*