Criminal Background Checks are part of the Patient Health and Safety Standards

Not only is the review of applicant character and conduct as a citizen an important consideration for the student entering medical school, but it also impacts possible future licensure as a practicing physician. In addition, it concerns the safety and well-being of patients and has implications for liability issues affecting the medical school and affiliated clinical facilities.

A criminal background check for medical school students is a standard affiliation agreement and requirement with the College of Medicine clinical training sites, especially in pediatrics (a required third-year clerkship) and geriatrics.

Ohio Law mandates criminal background checks for all prospective employees in positions where the individual will be caring for older adults (Ohio Senate Bill 160) or children (Senate Bill 38). Students who have lived in Ohio for more than five years (from the signature date of their medical school application) must present proof they have had a criminal background check completed through the Bureau of Criminal Identification and Investigation (BCI).

If a candidate is not an Ohio resident or has been an Ohio resident for less than five years, he or she must request that the BCI obtain information from the Federal Bureau of Investigation (FBI). Candidates must give permission to the College of Medicine to obtain a copy of any arrest record or conviction record in the BCI files.

Two Criminal Background Checks (CBC) must be received in the Admissions Office prior to July 16th:

First Criminal Background Check is by AMCAS Certiphi Screening, Inc.

In Certiphi, all accepted students receive an email from AMCAS requesting consent to complete the CBC. Directions are provided in the email. If you have questions, please contact AMCAS. All students must complete the Certiphi background check regardless of when they are admitted.

Second Criminal Background Check is by www.certifiedbackground.com. To complete this CBC follow the steps below:

Step 1: Go to www.certifiedbackground.com

Step 2: Click on “Students”

Step 3: If you are an Ohio resident, enter package code ni12A.
If you are not an Ohio resident, enter package code ni12B.

Step 4: In the www.certifiedbackground.com check, students under the age of 25 must have all the counties of residence checked. Students 25 or older must have the counties of residence over the last five years and during their undergraduate years checked.

Step 5: Select a method of payment and complete the required information. Once your order is submitted, you receive a password and are able to review the results of your background check in approximately 48-72 hours.