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Dear Visiting Student,

The Joint Commission of Accreditation of Health Care Organizations (JCAHO) is a national organization that evaluates and accredits more than 15,000 health care programs in the United States, including those hospitals affiliated with the Rowan University School of Osteopathic Medicine.

Hospitals affiliated with RowanSOM have notified the school that pursuant to JCAHO Standard HR 120, each hospital will verify information about the criminal backgrounds of all who provide care in the institution, including visiting students.

Given this information, RowanSOM requires a criminal background check for every student, including students from other institutions who are scheduled for clinical rotations at RowanSOM affiliates. A copy of the University Policy for criminal background checks is available on the University website at <http://www.Rowan.edu/oppmweb/policies/contents.html>

As a condition of acceptance for a clinical rotation at RowanSOM, visiting students must provide a criminal background check. Students may accomplish this one of two ways:

1. Visiting students may authorize RowanSOM to obtain a criminal background check by completing the attached form. The visiting student must include a check made out to RowanSOM for \$95.00.
2. If a criminal background check has already been done within one year of the proposed dates of the clinical rotation, a visiting student may permit the results to be provided by the reporting agency to RowanSOM. The background check must have included a Social Security number trace to confirm past residences and a criminal background search based on all areas of past residence. The search must have involved all levels of criminal offense, all types of adjudications, all legal processes not yet resolved and all types of offenses, extending as far back as possible.

Offers of clinical rotations will not be deemed final until the criminal background check has been completed with results deemed favorable by RowanSOM. If the results of the background check are not deemed favorable by RowanSOM or by the clinical facility (ies), or if information received indicates the visiting student has provided false or misleading statements, has omitted required information, or is in anyway unable to meet the requirements of the rotation, the offer of a rotation may be denied or rescinded. Visiting students must also agree to notify RowanSOM of any convictions, guilty or no contest pleas to any crime, misdemeanor or other offense subsequent to the University's background check.

If you have any questions about the background check process or the RowanSOM policy, feel free to contact Diane Vilardo at [vilardcd@rowan.edu](mailto:vilardcd@rowan.edu).

Sincerely,

George J. Scott, D.P.M., D.O., FACOFP  
Acting Assistant Dean for Education