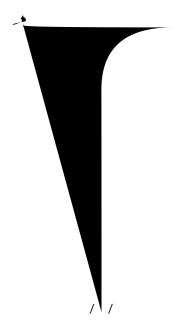
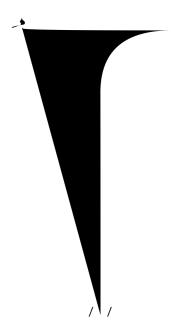
## **Criminal Records and Disclosure to Potential Field Placements**

Portland State University's School of Social Work takes seriously the need to protect the public, as well as to provide appropriate opportunities to individuals wishing to enter the social work profession who have criminal records. We are committed to assuring that individuals who might pose a threat to any dient group or practice setting be prevented from causing harm. We are also committed to the value and belief that any particular arrest or criminal conviction history is not in and of itself indicative of a person's readiness or potential to enter into and contribute to the social work profession.



- 4) Intervening circumstances relevant to social work field placement and career. Intervening circumstances include, but are not limited to:
  - The passage of time since the commission of the crime;
  - The age of the subject individual at the time of the crime;
  - The likelihood of a repetition of offenses or of the commission of another crime;
  - The subsequent commission of another relevant crime;
  - Whether the conviction was set aside and the legal effect of setting aside the conviction; and
  - Relevant references and recommendations.

The Director of Field Education, or designee (a field coordinator or DO site coordinator), will communicate relevant information, including the criminal record, to the potential field instructor and the assigned faculty advisor/liaison. In collaboration with



and the Medical Document Manager on behalf of agencies providing field placements for our students. CertifiedBackground.com provides applicant-funded packages.

To initiate a background check using the School's procedure, the student will visit the CertifiedBackground.com website; select the "Student" tab, then enter the School's code (OT51) as well as their personal and payment information. Students will be responsible for covering the cost of the background check purchased through Certifiedbackground.com. Within 48 hours of a background check being ordered, the student and the School's authorized contacts will be able to access the results electronically.

