Health Care Worker Background Check

Student Contact Information Form
and
Authorization and Disclosure for Criminal History Records Information (CHRI)

This is a two-page form. In order to process your background check request accurately and timely, all sections of both forms need to be completed. Please printneatly. Use N/A where useful. Any unreadable or omitted information will delay processing your request. Make sure the information you put on the IDPH form matches the information on your driver's license or your state ID.

Name:

Waubonsee Community College X Number:

Primary Phone Number:

WCC Student Email Address (or personal if applicable):

Have you been fingerprinted previously for the Nurse Assistant Course: Y / N *(circle one)*

Desired enrollment term (*circle one*): Fall (August) Spring (January) Summer (June)

Return both pages to:

HPPS Office, Suite.107
2060 Ogden Ave, Aurora, IL 60504

or

email signed and scanned to: **HPPSbackground@waubonsee.edu**
Include enrollment term in Subject Line: (ie Fall, Spring, Summer)

You should receive your Livescan form and fingerprinting instructions via your Waubonsee Community College student email address within 2--3 business days.

When Can I Enroll? Once you have met all program entrance requirements, you will be given permission to register for classes (as long as you do not have any additional holds on your account for reasons other than meeting health program requirements). ***If, at any time, your background check results show that you are ineligible to be a health care worker in Illinois, your permission for enrollment may be disabled.***

Please note – this is NOT the form you need to take with you for fingerprinting. You will receive the Livescan form that you need to give the fingerprint vendor within three business days after turning in this form along with your Authorization and Disclosure for Criminal History Records (CHRI) Check Form

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For Office Use Only:

Date Reading/Writing Requirement met: _____

Date Livescan sent: _____

Date released for registration: _____

Waubonsee Community College Student X#

State of Illinois
Illinois Department of Public Health

Health Care Worker Background Check

Authorization and Disclosure for Criminal History Records Information (CHRI) Check

I hereby authorize the Illinois Department of Public Health (the Department), the Department's designee, educational entities that train and/or test health care workers, staffing agencies, my current or potential employer, or a health care facility where I want to volunteer to initiate/request a CHRI check on me. I further authorize the Illinois State Police (ISP) and/or the Federal Bureau of Investigation (FBI) to release information and photographs relative to the existence or nonexistence of any criminal record, which it might have concerning me, to any initiator/requestor solely to determine my suitability for training or testing in a health care training program, employment, continued employment, or to work as a volunteer. I further authorize any entity that maintains criminal records and photographs relating to me, including but not limited to a local unit of government in any State, to release those records and photographs to the ISP, FBI, or the Department. I authorize the Department to provide any health care facility, training program or staffing agency, to which I have provided this authorization and disclosure form, a copy of my ISP CHRI and a determination of eligibility of the FBI CHRI. I certify that the ISP, FBI, any entity that maintains criminal records and photographs, the Department, and any of their employees or officers who furnish this information shall be held harmless from all liability, which may be incurred as a result of releasing such information. I further acknowledge that a educational entity or a health care employer shall not be liable for the failure to hire or retain me as an applicant, student, employee, or volunteer if I have been convicted of committing or attempting to commit one or more of the offenses stated in the Health Care Worker Background Check Act (225 ILCS 46/25).

I understand that any false statements or deliberate omissions on this document may be grounds for disqualification from employment, training, or volunteering, if discovered after employment, training, or volunteering begins, and can result in discipline up to and including my termination of employment, being a volunteer, or a student.

I understand that the information requested below regarding gender, race, height, eye color, hair color, weight, place of birth and date of birth is for the sole purpose of identification and the accurate gathering of the criminal history record information, and that it will not be used to discriminate against me in violation of the law. I understand that the provision of my Social Security number is required by law. A facsimile or photographic copy of this authorization will be as valid as the original.

First Name_____ Full Middle Name_____ Last Name _____

Mailing Address _____ City: _____ State: _____ Zip Code _____

Other Names Used_____ Telephone_____ - _____ - _____

States Where You Have Lived? _____

☐ Male ☐ Female Race_____ Height_____ Weight_____ Date of Birth_____ Social Security Number _____
(Enter a letter from below)
Hair Color_____ Eye Color_____ Place of Birth _____

Race	**A**	Chinese, Japanese, Filipino, Korean, Polynesian, Indian, Indonesian, Asian Indian, Samoan, or any other Pacific Islander.
	B	Black or African American (Not Hispanic or Latino)
	H	Hispanic or Latino (Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin)
	I	American Indian, Eskimo, or Alaskan native, or a person having origins in any of the 48 contiguous states of the United States or Alaska who maintains cultural identification through tribal affiliation or community recognition.
	U	Of undeterminable race. Of Untold mixture.
	W	Caucasian (not Hispanic or Latino)

Have you ever had an administrative finding of Abuse, Neglect or Theft? ☐ Yes ☐ No If "Yes," give full details and state. Continue on back if more space is needed.

Have you ever been convicted of a criminal offense other than a minor traffic violation (do not include convictions that have been expunged, sealed or adjudicated delinquent)? ☐ Yes ☐ No If "Yes," give full details of each offense and the state in which convicted. Continue on back if more space is needed.

I certify that the above is true and correct and give my consent for my name to appear on Department's Health Care Worker Registry with the results of my criminal history records check.

_____ (Signature) _____ (Date)

As the parent or guardian of the above named individual, who is younger than the age of 17, I give my consent for this named individual to have a criminal history records check.

_____ (Signature of Parent or Guardian when applicable) _____ (Date)

Health Care Worker Registry, 525 W. Jefferson St., Springfield, IL 62761 Phone: 217-785-5133

***** ALL FIELDS MUST BE COMPLETED OR APPLICATION WILL NOT BE PROCESSED*****