

AAMC-facilitated Criminal Background Checks

The AAMC (Association of American Medical Colleges) recommends that all U.S. medical schools procure a national background check on you after you receive an initial, conditional acceptance to medical school. The rationale for performing criminal background checks on accepted medical school applicants is based on a number of issues, including 1) the need to enhance the safety and well-being of patients and, in so doing, to bolster the public's continuing trust in the medical profession, and 2) to ascertain the ability of accepted applicants to eventually become licensed physicians.

In support of this recommendation, the AAMC has initiated an AMCAS-facilitated National Background Check Service, through which Certiphi Screening, Inc. (a Vertical Screen® Company) will procure a national background report on Early Decision applicants at the point of acceptance and all other accepted applicants after January 1. In addition, beginning in May of each year, a national background report will be procured for a subset of applicants who are on a participating school's alternate list; medical schools will not receive such reports until the point of acceptance. The AAMC has initiated this service in order to recognize the desire of medical schools to procure appropriate national criminal history reports, and to prevent you from paying additional fees at each medical school to which you are accepted.

Participating medical schools may continue to require you to undergo a separate national background check process if that is required by their own institutional regulations or by applicable state law. Note that other medical schools you have designated, or may later designate, may opt to participate in the AMCAS-facilitated National Background Check Service at any time.

All of the following criminal history searches will be conducted in order to collect criminal history during the process of a criminal background check.

- **Social Security Number Search:** A search of credit report header data to help confirm your identifying information such as name, aliases, address (es), Social Security Number, and areas of prior residence.
- **County Criminal Records Searches:** A direct search of county courthouse records for any felony or misdemeanor criminal history. All records are researched to help ensure positive identification and complete, easy-to-read details.
- **Statewide Criminal Records Search:** A search conducted through statewide criminal records repositories or court systems for any felony or misdemeanor criminal history.
- **Federal Criminal Records Search:** A direct search of federal courthouse records for any felony or misdemeanor criminal history. All records are researched to help ensure positive identification and complete, easy-to-read details.
- **National Criminal Database Search:** This search is an instant, multi-jurisdiction private database search covering more than 375 million criminal records collected from across the country. All database "hits" are verified directly through the source of information to ensure that records reported are current and up-to-date.

- **National Sexual Offender Database Search:** A search of a national private database which contains sex offender data collected from across the country. All records are researched to help ensure positive identification.
- **U.S. Department of Health and Human Services Office of Inspector General List of Excluded Individuals/Entities Search:** A search of the U.S. Department of Health and Human Services Office of Inspector General List of Excluded Individuals/Entities (LEIE), a database which provides information to the public, health care providers, patients, and others relating to parties excluded from participation in the Medicare, Medicaid, and all Federal health care programs.
- **Search for Dishonorable Discharge from the Armed Forces:** Military records are verified through either telephone interviews with the subject's former commander or by obtaining your DD-214 form. Verification generally includes subject's name, Service Number, rank, dates of service, awards and decorations, and place of entrance and separation.
- **International Screening:** International criminal records searches are performed where applicable.

Background Check Process

Upon your initial, conditional acceptance by a participating medical school and after January 1 for all programs or upon request by a participating medical school that adds you to its alternate list, Certiphi Screening, Inc. will send an e-mail to the preferred e-mail address you entered in your AMCAS application. This e-mail will provide you with access to a secure, online form through which you will provide basic identifying information and consent for this report to be procured. Your consent will serve for all participating medical schools that offer you conditional acceptance.

Once you have provided consent, Certiphi Screening, Inc. will conduct a background check. Once the background check is complete, Certiphi Screening, Inc. will send an e-mail to your preferred e-mail address requesting that you review the background check report prior to its distribution. Upon receiving this e-mail, you will have 10 calendar days to contest the accuracy of the contents of the background check report. Once you have reviewed and released it, or after the specified 10 calendar day period has elapsed, the background check report will be made available to the participating medical school(s) that made a conditional offer of acceptance.

Additional Notes:

- If the background check has been conducted prior to your acceptance by a participating school, the report will not be made available to the medical school until the AAMC receives notice of your acceptance.
- Upon your initial, conditional acceptance to an additional participating medical school, the background check report will be made available to other participating medical schools offering a conditional acceptance after January 1.

- The background check procured during this process will not be released to any party other than the medical school(s) requesting it.
- **You must inform the Admissions Office of each medical school to which you apply if you are convicted of, or plead guilty or no contest to, a misdemeanor or felony crime after the date of your original application submission and prior to medical school matriculation. This communication must be in writing and must occur within ten (10) business days of the occurrence of the conviction.**