

APPENDIX III

3358:11-5-51 Pre-employment background check.

- (A) Purpose. Owens community college seeks to provide a safe learning and working environment for students, faculty, staff and campus visitors.

- (B) Offers of employment for certain positions are contingent upon clear results of a thorough background check. Pre-employment background checks may include, but are not limited to, a social security number trace report, verification of education and professional licensure, multi-county, state, and/or federal criminal record check, personal and professional reference check and secondary database search including sex offender, fugitive and terrorist lists. In addition, if applicable to a position, a motor vehicle report and/or a credit history report that is consistent with the guidelines set forth by the Federal Credit Reporting Act may be completed prior to employment.

- (C) Implementation. The vice president of human resources will implement procedures consistent with this policy.

Effective date:

Certification

Date

Promulgated under:	RC Sec. 111.15
Statutory authority:	RC Sec. 3358.08
Rule amplifies:	RC Sec. 3358.08
Prior effective dates:	N/A