
INSTRUCTIONS FOR OBTAINING YOUR BACKGROUND CHECK

The hospitals associated with our clinical education program require background checks to ensure the safety of the patients treated by students in the program. You are required to order your background check prior to starting your coursework.

The background checks are conducted by PreCheck, Inc., a firm specializing in background checks for healthcare workers. Your order must be placed online through StudentCheck.

Go to www.PreCheck.com and click on the StudentCheck link/log in (right) and then choose Students. On the next page, scroll to select the school and then program.

Complete all required fields and select Continue to enter your payment information. The payment of \$48.50 can be made securely online with a credit or debit card. You can also pay by money order, but that will delay processing your background check until the money order is received by mail at the PreCheck office. For your records, you will be provided a receipt and confirmation page of your background check order placed through PreCheck, Inc. **Bring this receipt to the TMCC Dandini Campus, RDMT, room 417.**

PreCheck will not use your information for any other purposes other than a background check. Your credit will not be investigated, and your name will not be given out to any businesses.

If you need assistance, please contact PreCheck at StudentCheck@PreCheck.com.

Frequently Asked Questions:

- **How long does the report take to complete?**
Most reports are completed within three (3) business weekdays.
- **Do I get a copy of the report?**
No. Only the hospitals in the program have access to the reports. However, you can order a copy of your report for an additional fee at the time you place your order.
- **Does PreCheck need every street address where I have lived over the past seven (7) years?**
No. Just the city and state
- **I have been advised that I am being denied entry into the program because of information on my report and that I should contact PreCheck. Where should I call?**
Call PreCheck's Adverse Action hotline at 800-203-1654. Adverse Action is the procedure established by the Fair Credit Reporting Act that allows you to see the report and to dispute anything reported.
- **I have a criminal record. What should I do?**
Disclose the crime on your application.
- **I have had a recent background check completed. I have a copy right here. Can it be used?**
No, because the facility has to be able to access it from Precheck.
- **Can I check my background before it is submitted to the hospitals?**
No, only the status can be checked.

Background Checks are applicable as long as you are continuously enrolled.