

CRIMINAL BACKGROUND CHECK PROCEDURES

Action: A conditional exception for temporary help positions (TH) to allow a temporary help candidate who is hired for the summer season to begin working if the background check is significantly delayed due to a closure resulting from COVID-19. This exception is conditional on the final results of the Criminal Background Check and will only be granted to temporary help positions (TH) that will not have contact or work with minors. Human Resources will consult with appropriate department leadership prior to granting a conditional exception to review the nature of the position, etc. An exception will not be considered for exempt, classified, or faculty positions or those temporary positions extending beyond summer employment due to the nature of the role.

Policy at Issue: APM 50.16 Criminal Background Check Procedures

Reason for action: This action is proposed due to significant delays in the processing of some background check requestsC as a result of office closures in some areas resulting from COVID-19.