

Update on VA Health Professions Trainee Background Checks and Security Vetting

November 22, 2024

Organization of Program Director Associations



VA



U.S. Department
of Veterans Affairs

VA Goal for Health Professions Trainee (HPT) Onboarding

Day One Readiness

Every Health Professions Trainee

- Fully onboarded
- Trained, provisioned
- Ready to care for Veterans on **Day One** of their VA experience



Previous Requirements for Screening HPTs

Special Agreement Check (SAC)	National Agency Check with Inquiries (NACI) or Tier 1 Background Check
Majority of Health Professions Trainees were exempt from a Tier 1 and therefore in this category	Very limited number of HPTs (>180 aggregate days or >1 year of continuous service), i.e. medical students on longitudinal integrated clerkships of over 6 months duration, VA-based chief residents
Fingerprint check, FBI database check, no special form needed	SAC plus FBI investigation (interviews, etc.), requires trainees to fill out a form to list their relatives, residences, etc. (estimated time 2 h)
Approximately 48 hours turnaround time	Highly variable, weeks to months, must be completed within the first year of service
Trainees were issued a PIV-I card for three years	Trainees were issued a PIV card for three years

New Requirements for Screening HPTs

- **US Citizens & lawful permanent residents in the country for > 3 years**
 - Tier 1 Background Check
 - 3-year PIV card
- **Non-US Citizens**
 - FN Federal Records Check
 - PIV-I card with six-month certificates



US Citizen Checks

- **Tier-1 Background Check**
 - Still requires fingerprints and Special Agreement Check
 - Online SF-85 Questionnaire for Non-Sensitive Positions
 - Sent by electronic invitation
- **Record of Arrest and Prosecution Back (RAP BACK)**
 - Component of Trusted Workforce 2.0
 - Continuous FBI database check

For Reference Only											
Section 1 – Full Name											
Provide your full name. If you have only initials in your name, provide them and indicate "Initial only". If you do not have a middle name, indicate "No Middle Name". If you are a "Jr.," "Sr.," etc. enter this under Suffix.								Last	First	Middle	Suffix
Section 2 – Date of Birth											
Provide your date of birth.		Date	-	-	Est.	<input type="checkbox"/>					
Section 3 – Place of Birth											
Provide your Place of birth.		City	County		State		Country				
Section 4 – SSN											
Provide your U.S. Social Security Number.		<input type="checkbox"/> Not applicable								-	-
Section 5 – Other Names Used											
Provide your other names used and the period of time you used them (for example: your maiden name, name(s) by a former marriage (s), former name(s), alias (es), or nickname(s)).											
Have you used any other names?									YES	NO	
Branch If Yes to "Other Names" (Multiple Entries Allowed)	Provide your other name used and the period of time you used it [for example: your maiden name, name by a former marriage, former name, alias, or nickname]. If you have only initials in your name, provide them and indicate "Initial only." If you do not have a middle name, indicate "No Middle Name" (NMN). If you are a "Jr.," "Sr.," etc. enter this under Suffix.										
	Provide other name used.	Last	First	Middle	Suffix	Maiden name?	Yes	No			
	Provide dates used.			From Date (Estimated)			To Date (Estimated/Present)				
	Provide the reason(s) why the name changed.					Reason: (Free Text)					
	Do you have additional names to enter?				Yes (Yes adds another entry)			No (Required to pass validation)			
Section 6 – Your Identifying Information											
Provide your Identifying Information		Height	(feet)	(inches)	Weight (in pounds)		Hair Color	Eye Color	Sex (M/F)		
Section 7 – Your Contact Information											
Provide three contact numbers. At least one telephone number is required. Additional numbers provided may assist in the completion of your background investigation.											
Provide your contact information. Email addresses may be used as a		Home email address		Email (Free Text)		Work email address		Email (Free Text)			

Non-US Citizen Checks

- **Foreign National Federal Records Check**
 - Managed by VA Counterintelligence
 - Personally identifiable information
 - Passport information
 - Visa information
 - SAC check and fingerprints can be scheduled

VHA Personnel Security Intake Form



Fields in **Red** are Required

Name	
Other Last Names Used	
E-Mail Address	
Date of Birth	
Birth Sex	
SSN	
Appointment Type	
Citizenship	

EXAMPLE

Smith, John, Craig
N/A
John.Smith@gmail.com
1/1/1980
Male
123-45-6789
HPT
Non-US Citizen

US Citizens or Green Card Holders do not complete the section below

Country of Citizenship	
Country of Birth	
Passport Number	
Passport Issue Country	
Passport Issue Date	
Passport Expiration Date	
Date of Entry to USA	
Visa Number	
Visa Expiration Date	

England
England
987654321
England
1/1/2020
1/1/2028
1/1/2028
8675309
1/1/2028

Non-US Citizen Checks

- Name
- Other Last Names Used
- Email Address
- Date of Birth
- Birth Sex
- US Social Security Number
- Appointment Type (in VA)
- Citizenship
- Country of Citizenship
- Country of Birth
- Passport Number
- Passport Issue Country
- Passport Issue Date
- Passport Expiration Date
- Date of Entry to USA
- Visa Number
- Visa Expiration Date

Passport



Visa

Types of US Work Visas



Permanent Resident



Enhanced Security Vetting Timeline - Updates

A project team is working to implement all enhanced security vetting updates across VA. Phases 1, 2, and 3 will have an impact on HPT onboarding.

1

- All Education Personnel Security Offices are being trained in processing Non-US Citizen checks - **completed**

2

- All new Non-US Citizens will be processed through the Federal Name Check while onboarding – **now live**
- Previously onboarded Non-US Citizens will be processed through the Federal Name Check

3

- All Education and Personnel Security Offices will be trained in processing Tier 1 Background Investigations for HPTs
- Requirements for Tier 1 Background Investigations will be Implemented for new and onboard HPTs



Project Timeline

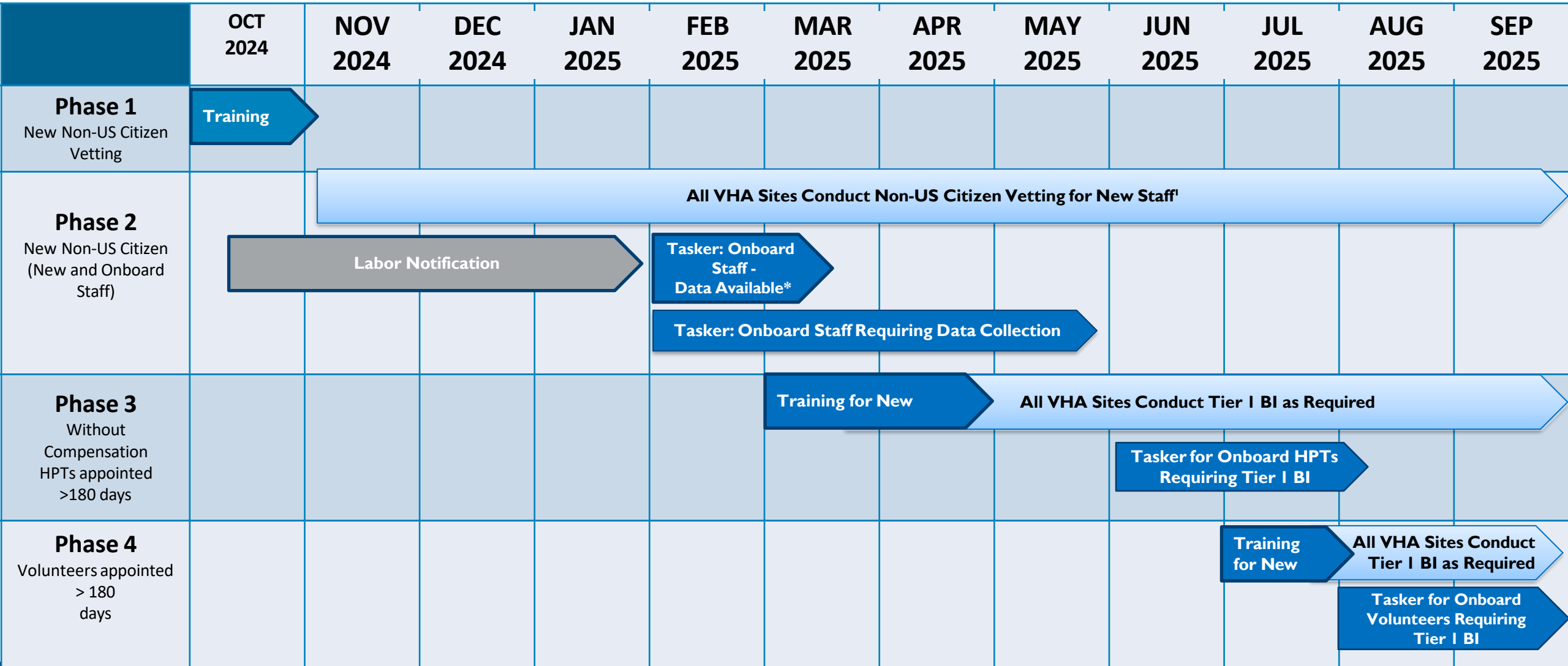
Key:

Training / Implementation

Sustainment

*Initiate within 5 days of labor notification completion

!Staff – includes employees, HPTs, Volunteers, and Contractors



VA Challenges

- **Workflow still under development**
 - Integration into the Account Provisioning and Deprovisioning System
 - Additional personnel
 - Information Technology upgrades
- **May be delays in the ability of HPTs to be on-site on Day One**



Academic Affiliate Considerations

- **Timing of background checks?**
- **Recruitment season underway**
- **Coordination with VA onboarding processes**
- **Retrospective evaluation of suitability**
 - Do not have required data to complete background checks on existing non-US citizen HPTs
 - A separate time and resource-intensive process
- **Academic affiliates and non-US citizen HPTs**
 - Provision of data for background checks?
- **Concerning findings would preclude HPTs from accessing VA sites**



Questions

