

Update on VA Health Professions Trainee Background Checks and Security Vetting

Presenter: xxxxxx

Audience: Academic Affiliate Organizations

Date: xxxxxx



VA



U.S. Department
of Veterans Affairs

VA Goals for Health Professions Trainee (HPT) Onboarding

Day One Readiness

Every Health Professions Trainee

- Fully onboarded
- Trained and provisioned
- Ready to care for Veterans on **day one** of their VA experience

Integrated Onboarding Process

Streamlined onboarding for HPTs

- Process is being augmented for security purposes
- Continuous improvements to ensure ease/efficiency
- Future enhancements to integrate systems



VA's Commitment

To protect the security of Veterans, visitors, employees, and any other person in the VA system. By upholding our core values, we emphasize the importance of support and the intrinsic value of every person we serve.

Why are there changes to security vetting?



- Federal information security best practices and compliance with legal requirements mandated by the Federal Information Systems Modernization Act (FISMA). VA is proud to be in step with these important guidelines.
- Alignment with government-wide standards to reduce risks to VA's systems, facilities, and stakeholders, including Veterans, employees, health professions trainees, volunteers, visitors, and contractors.
- For those transitioning to full-time roles, the streamlined process will facilitate a smoother transition from trainee to staff and between different sites or agencies, fostering increased confidence and trust in VA.

Changes in Requirements for Screening HPTs

Previous Requirements	Changes to Requirements
<p>Special Agreement Check (SAC)</p> <ul style="list-style-type: none">• Majority of Health Professions Trainees were exempt from a Tier 1 and therefore in this category• Fingerprint check, FBI database check, no special form needed• Approximately 48 hours turnaround time• Trainees were issued a PIV-I card for three years	<p>US Citizens and lawful permanent residents in the country for > 3 years</p> <ul style="list-style-type: none">• Tier 1 Background Check• 3-year PIV card
<p>Tier 1 Background Check</p> <ul style="list-style-type: none">• 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• SAC plus FBI investigation (interviews, etc.), requires trainees to fill out a form to list their relatives, residences, etc. (estimated time 2 hours)• Highly variable, weeks to months, must be completed within the first year of service• Trainees were issued a PIV card for three years	<p>Non-US Citizens</p> <ul style="list-style-type: none">• Foreign National Federal Records Check• PIV-I card with six-month certificates



US Citizen Security Vetting

- **Tier-1 Background Check**
 - 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 Security Vetting

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

Note: The Intake Form will be used until updates are made that allow submission electronically through the existing Account Provisioning/Deprovisioning System.

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 Security Vetting

Required Data

- 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

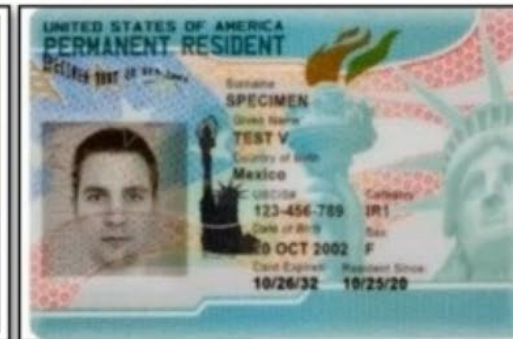


Visa

Types of US Work Visas



Permanent Resident



Security Vetting 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

2

- All new Non-US Citizens will be processed through the Federal Name Check while onboarding
- 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

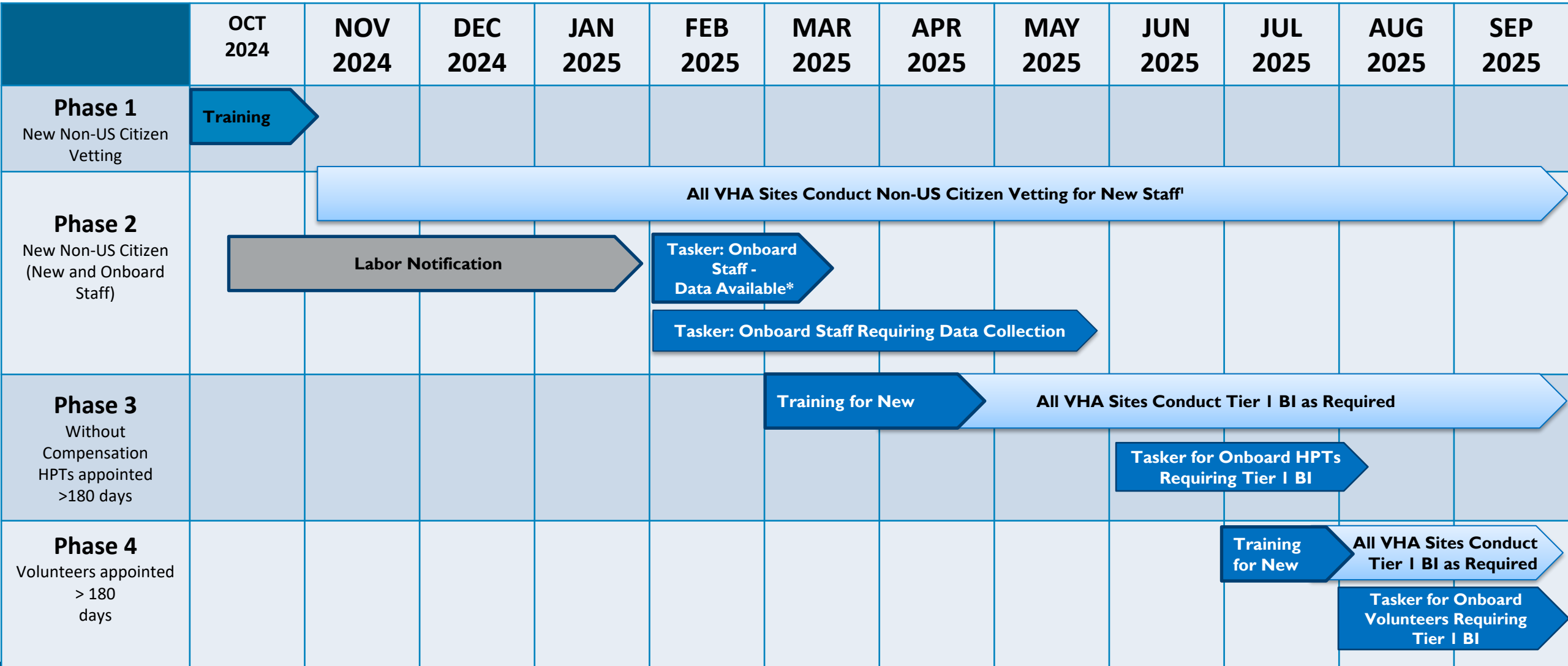
Key:

Training / Implementation

Sustainment

*Initiate within 5 days of labor notification completion

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



Questions



Previous Requirements for Screening HPTs

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Tier 1 Background Check

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New Requirements for Screening HPTs

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

