



The Brooklyn
Hospital Center

Keeping Brooklyn Healthy

CERTIFICATION AND RELEASE

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I certify that I have read and understand the volunteer applicant instructions included with this application and that the answers given by me to the foregoing questions and statements made by me are complete and true to the best of my knowledge and belief.

I understand that any false information, omissions or misrepresentations of facts called for in this application, whether on this document or not, may result in rejection of my application or discharge at any time during my volunteer assignment.

I authorize the company and/or its agents, including consumer reporting bureaus, to verify any of this information. I release the Company and all parties providing information to the Company about my background and experience from any liability whatsoever arising there from.

I also understand that the use of illegal drugs is prohibited during employment. If company policy requires, I am willing to submit to drug testing to detect the use of illegal drugs prior to and during my volunteer assignment.

I understand that this application form is intended for use in evaluating my qualifications for a volunteer position or assignment and that this application is not an offer of **employment or a promise of employment**.

I further understand that if selected, my volunteer assignment will be considered "at-will" and that my assignment may be terminated for any reason, with or without cause or notice, at any time by me or the Company and that this application is not intended to constitute a contract of continued assignment.

I have read the above statement.

OTHER NAMES KNOWN BY AND DATES WHEN USED

Other Name Known By

If yes, please provide the Previous First Name: _____

If yes, please provide the Previous Middle Initial: _____

If yes, please provide the Previous Last Name: _____

Date: _____

PREVIOUS ADDRESSES

Addresses Within the Past 7 Years

Current Address Street 1: _____

Current Address Street 2: _____

Current Address City, State, Zip: _____ Country: _____

Previous Address 1

Previous Address Street 1: _____

Previous Address Street 2: _____

Previous Address City, State, Zip: _____ Country: _____

From Date: _____ To Date: _____

NOTICE AND DISCLOSURE STATEMENT

Disclosure to Volunteer Applicant Regarding Procurement of A Consumer Report

In connection with your application, we may procure a consumer report on you as part of the process of considering your candidacy as a volunteer. In addition, if you are chosen, we may order additional background check reports on you for volunteer purposes without obtaining additional Consent. In the event that information from the report is utilized in whole or in part in making an adverse decision with regard to your potential volunteer assignment, before making the adverse decision, we will provide you with a copy of the consumer report and a description in writing of your rights under the law.

Please be advised that we may also obtain an investigative report including information as to your character, general reputation, personal characteristics, and mode of living. This information may be obtained by contacting your previous employers or references supplied by you. Please be advised that you have the right to request, in writing, within a reasonable time, that disclose the nature and scope of the information requested. Such disclosure will be made to you within 5 days of the date on which we receive the request from you or within 5 days of the time the report was first requested.

State Law Notices

NEW YORK: If you submit a written request, you have the right to know whether the Company ordered a background check on you from the Consumer Reporting Agency. You may inspect and order a copy by contacting the Consumer Reporting Agency. If you have previously been convicted of one or more criminal offenses and are denied placement, you may request that the Company provide a written statement setting forth the reasons for such denial. The Company must provide the written statement with thirty (30) days of your request. A copy of Article 23-A may be found by [clicking here](#).

This report will be processed by:
TABB Pre-Employment Investigations
555 E. Main St.
Chester, NJ 07930

[To the terms and conditions above.](#)

BACKGROUND FORM

The information requested below is collected solely for the purpose of aiding the Company in running a background check in connection with your application. The organization is requesting that you provide this information to assist in conducting a thorough background check.

SSN: _____
(999999999) No Dashes Please

Date of Birth: _____ Gender: _____

Do you have a valid Driver's License? Yes No Not Applicable

If yes, please complete fields below. If driving is not required for this position, please select "Not Applicable."

Issued Date: _____ Expiration Date: _____

ARTICLE 23-A (3/07)

LICENSURE AND EMPLOYMENT OF PERSONS PREVIOUSLY CONVICTED OF ONE OR MORE CRIMINAL OFFENSES

Section 750. Definitions.

751. APPLICABILITY.

752. UNFAIR DISCRIMINATION AGAINST PERSONS PREVIOUSLY CONVICTED OF ONE OR MORE CRIMINAL OFFENSES PROHIBITED.

753. FACTORS TO BE CONSIDERED CONCERNING A PREVIOUS CRIMINAL CONVICTION; PRESUMPTION.

754. WRITTEN STATEMENT UPON DENIAL OF LICENSE OR EMPLOYMENT.

755. ENFORCEMENT.

S 750. DEFINITIONS. FOR THE PURPOSES OF THIS ARTICLE, THE FOLLOWING TERMS SHALL HAVE THE FOLLOWING MEANINGS:

- (1) "Public agency" means the state or any local subdivision thereof, or any state or local department, agency, board or commission.
- (2) "Private employer" means any person, company, corporation, labor organization or association which employs ten or more persons.
- (3) "Direct relationship" means that the nature of criminal conduct for which the person was convicted has a direct bearing on his fitness or ability to perform one or more of the duties or responsibilities necessarily related to the license or employment sought.
- (4) "License" means any certificate, license, permit or grant of permission required by the laws of this state, its political subdivisions or instrumentalities as a condition for the lawful practice of any occupation, employment, trade, vocation, business, or profession. Provided, however, that "license" shall not, for the purposes of this article, include any license or permit to own, possess, carry, or fire any explosive, pistol, handgun, rifle, shotgun, or other firearm.
- (5) "Employment" means any occupation, vocation or employment, or any form of vocational or educational training. Provided, however, that "employment" shall not, for the purposes of this article, include membership in any law enforcement agency.

S 751. APPLICABILITY. The provisions of this article shall apply to any application by any person who has previously been convicted of one or more criminal offenses, in this state or in any other jurisdiction, to any public agency or private employer for a license or employment, except where a mandatory forfeiture, disability or bar to employment is imposed by law, and has not been removed by an executive pardon, certificate of relief from disabilities or certificate of good conduct.

S 752. UNFAIR DISCRIMINATION AGAINST PERSONS PREVIOUSLY CONVICTED OF ONE OR MORE CRIMINAL OFFENSES PROHIBITED. No application for any license or employment, to which the provisions of this article are applicable, shall be denied by reason of the applicant's having been previously convicted of one or more criminal offenses, or by reason of a finding of lack of "good moral character" when such finding is based upon the fact that the applicant has previously been convicted of one or more criminal offenses, unless:

- (1) there is a direct relationship between one or more of the previous criminal offenses and the specific license or employment sought; or
- (2) the issuance of the license or the granting of the employment would involve an unreasonable risk to property or to the safety or welfare of specific individuals or the general public.

S 753. FACTORS TO BE CONSIDERED CONCERNING A PREVIOUS CRIMINAL CONVICTION; PRESUMPTION.

1. In making a determination pursuant to section seven hundred fifty-two of this chapter, the public agency or private employer shall consider the following factors:

- (a) The public policy of this state, as expressed in this act, to encourage the licensure and employment of persons previously convicted of one or more criminal offenses.
- (b) The specific duties and responsibilities necessarily related to the license or employment sought.
- (c) The bearing, if any, the criminal offense or offenses for which the person was previously convicted will have on his fitness or ability to perform one or more such duties or responsibilities.
- (d) The time which has elapsed since the occurrence of the criminal offense or offenses.
- (e) The age of the person at the time of occurrence of the criminal offense or offenses.
- (f) The seriousness of the offense or offenses.
- (g) Any information produced by the person, or produced on his behalf, in regard to his rehabilitation and good conduct.
- (h) The legitimate interest of the public agency or private employer in protecting property, and the safety and welfare of specific individuals or the general public.

2. In making a determination pursuant to section seven hundred fifty-two of this chapter, the public agency or private employer shall also give consideration to a certificate of relief from disabilities or a certificate of good conduct issued to the applicant, which certificate shall create a presumption of rehabilitation in regard to the offense or offenses specified therein.

S 754. WRITTEN STATEMENT UPON DENIAL OF LICENSE OR EMPLOYMENT. At the request of any person previously convicted of one or more criminal offenses who has been denied a license or employment, a public agency or private employer shall provide, within thirty days of a request, a written statement setting forth the reasons for such denial.

S 755. ENFORCEMENT.

1. In relation to actions by public agencies, the provisions of this article shall be enforceable by a proceeding brought pursuant to article seventy-eight of the civil practice law and rules.

2. In relation to actions by private employers, the provisions of this article shall be enforceable by the division of human rights pursuant to the powers and procedures set forth in article fifteen of the executive law, and, concurrently, by the New York City commission on human rights.

I have read the above statement.

Additional Information

HAVE YOU EVER BEEN CONVICTED OF OR EVER PLEAD GUILTY TO A CRIME OR OFFENSE OTHER THAN A TRAFFIC VIOLATION? If yes, please state the nature of any offense, the date and jurisdiction of any offense, and any rehabilitative efforts that you have made related to such offense or otherwise. A conviction or guilty plea will not necessarily be a bar to employment.

AUTHORIZATION & RELEASE

Release Authorization

1. In connection with my application for a volunteer assignment or continued assignment at the Company, I understand that a consumer report and/or an investigative consumer report will be ordered that may include information as to my character, general reputation, personal characteristics, mode of living, work habits, performance and experience, along with reasons for termination of past employment. I understand that to the extent permitted by applicable law and as directed by company policy and consistent with the assignment described, the Company may be requesting information from public and private sources about me, including but not limited to: social security number validation, criminal conviction records, employment and earnings history, education, credit, licensing and certification checks, references, military service, sex offender registry, civil cases, OIG/GSA, OFAC/Patriot Act records, any sanctions list, FBI fingerprinting, and if applicable, workers' compensation injuries, driving record, drug testing results. If company policy requires and to the extent permitted by law, I am willing to submit to alcohol and/or drug testing to detect the use of alcohol or drugs prior to and during employment.
2. Medical and workers' compensation information will only be requested in compliance with the federal Americans with Disabilities Act (ADA) and/or any other applicable state or local laws and only after a conditional job offer is made.
3. According to the Fair Credit Reporting Act, I am entitled to know if the volunteer assignment is denied because of information obtained by my prospective organization from a Consumer Reporting Agency. If so, I will be notified and given the name and address of the agency or the source that provided the information.
4. I acknowledge that a telephonic facsimile (FAX) or photographic copy shall be as valid as the original. This release is valid for most federal, state and county agencies. In the event that an agency or record source requires an alternative release form or additional identifying characteristics in order to release the requested information, I agree to provide the additional information and sign any additional release authorizations, if so requested by the Company.
5. I hereby authorize, without reservation, any law enforcement agency, institution, information service bureau, school, employer, reference, insurance company or other applicable record source contacted by the Company or its agent, to furnish the information described in Section 1.
6. Applicants in Massachusetts, Minnesota, Oklahoma, New York, Maine, Washington, New Jersey and California: if you want a free copy of the report(s) ordered, select yes below. The report(s) will be sent to you by the Consumer Reporting Agency listed here: TABB Investigations 555 E. Main St., Chester, NJ 07930. See attached Candidate Disclosure/Authorization Form for other notices.
7. If applicable, I hereby authorize release of information from my Department of Transportation regulated drug and alcohol testing records by my previous employer to the Company. This release is in accordance with DOT Regulation 49 CFR Part 40, Section 40.25. I understand that information to be released by my previous employer is limited to the following DOT-regulated items: alcohol tests with a result of 0.04 or higher, verified positive drug tests, refusals to be tested, other violations of DOT agency drug and alcohol testing regulations, information obtained from previous employers of a drug and alcohol rule violation and any documentation of completion of the return-to-duty process following a rule violation.

Legal First Name: _____

Legal Last Name: _____

Signature: _____

I authorize my Electronic Signature.