

Oregon Board of Medical Imaging Frequently Asked Questions about Required Fingerprint-Base Background Checks

- 1.) **Question:** Who is required to be fingerprinted?
Answer: **Effective January 1st, 2015 all new “*first time*” Permanent Initial and Temporary Initial License and Permit applicants are required to undergo a national (FBI) fingerprint background check.**
(ORS 688: 181.534(1)(2)(a)(b)(3) & OAR 337-010-0023(4) & OAR 337-021-0055.)
- ☛ Affected medical imaging operators include all of the following:
Nuclear Medicine Technologist, Magnetic Resonance Imaging Technologist, Radiation Therapist, Radiographers, Radiation Practitioner Assistants, Registered Radiologist Assistants, Sonographers, and LXMO (Licensed X-Ray Machine Operators) Permit Operator applicants.
- 2.) **Question:** What is the cost of this fingerprint requirement?
Answer: **The fee for this service is \$52.00.** This fee must be included with your Initial license or Initial permit fee payable to the Oregon Board of Medical Imaging (OBMI).
- 3.) **Question:** Where can I go to get my fingerprints taken?
Answer: ☛ **Oregon Residents:** Applicants who are Oregon residents must obtain their fingerprints from a “**Fieldprint**” facility. Fieldprint instructions and contact information are on the next page of this application packet. Follow their instructions closely. Your application will not be completed until we receive the results of your fingerprint check from the Oregon State Police. Fingerprint fees are non-refundable. You will also be charged a fee to capture and process your fingerprints at the Fieldprint office. If you have further questions concerning this process please call Fieldprint at: 1-877-614-4364.
☛ **Out-of State Residents** applying for an Initial License or Permit may also use a Fieldprint Facility in your state.
- 4.) **Question:** What do I need to take with me to a Fieldprint fingerprinting facility?
Answer: When you go to the Fieldprint fingerprinting facility, you must bring **two forms of identification**. You will be required to bring and show at least one government-issued identification card that has your picture on it. Also bring your Fieldprint **confirmation page** as proof-of-payment.
- 5.) **Question:** Is there a fee the Fieldprint facility will charge me to have my fingerprints taken?
Answer: Yes, Fieldprint facilities charge \$12.50 for this service.
- 6.) **Question:** How is my fingerprint results delivered to your office?
Answer: The results of your fingerprint scan are electronically sent directly to our office through a secure site from the Oregon State Police.
- 7.) **Question:** My area in or out of Oregon does not have a Fieldprint field office available. What should I do?
Answer: Contact our office for assistance.
- 8.) **Question:** How do I contact your office with any questions I might have?
Answer: We can be reached by using any of the following three methods:
- 1.) **By Phone:** **971-673-0215.**
 - 2.) **By Email:** OBMI.Info@state.or.us
 - 3.) **By Walk In:** Our office is located at: **800 NE Oregon Street, Suite 1160A – Portland, OR 97232**
Office hours are: 8:00 AM to 4:00 PM – Monday through Friday.



INSTRUCTIONS FOR USING FIELDPRINT

To obtain electronic fingerprints for the Board of Medical Imaging for fingerprinting from a location within or outside the State of Oregon.

To schedule a fingerprinting appointment, please follow these simple instructions listed below:

1. Visit www.FieldprintOregon.com.
2. Click on “Schedule an Appointment” button.
3. Enter an email address under “New Users/Sign Up” and click the “Sign Up” button. Follow the instructions for creating a Password and Security Question and then click “Sign Up and Continue.”
4. Enter this Employer Code for the Board of Medical Imaging:
FPORBdMedImagingLicDAS.
5. Enter the contact and demographic information required by the FBI and schedule a fingerprint appointment at the location of your choosing.
6. At the end of the process, print the Confirmation Page. Take the Confirmation Page with you to your fingerprint appointment, along with two forms of identification.
 - a. If you have any questions or problems, you may contact our customer service team at 1-877-614-4364 or customerservice@fieldprint.com.

OREGON BOARD OF MEDICAL IMAGING

CRIMINAL BACKGROUND CHECKS FREQUENTLY ASKED QUESTIONS

WHY DO WE REQUIRE CRIMINAL BACKGROUND CHECKS?

The Board reviews criminal history as part of the application process, including police records, court records, and an applicant's letter of explanation for each incident. Because OBMI issues licenses for people to work in a highly-specialized profession that deals with patients who may be in a vulnerable position, the Board needs to know if applicants have engaged in certain kinds of conduct, as listed in ORS 688.525.

WILL PAST CRIMINAL ACTION DISQUALIFY MY APPLICATION?

Prior criminal history does not automatically disqualify an applicant from licensure. The Board evaluates each application on an individual basis.

WHAT DO I NEED TO REPORT?

You must report all prior arrests and criminal court actions that have not been previously reported to the Board, along with a letter of explanation for each incident.

Here are some examples:

	<u>REPORT IT?</u>
• Arrested by the police while a juvenile.....	Yes
• Arrested and/or convicted <i>long ago</i> ...several decades ago.....	Yes
• Drunk driving arrest, but received diversion from the court.....	Yes
• Arrested for a domestic disturbance for which no complaint was ever filed.....	Yes
• I completed all probation requirements and the case was dropped or dismissed.....	Yes
• Arrested and/or convicted but the incident has not shown up on any prior background checks.....	Yes
• The charges were later dropped or dismissed.....	Yes
• I received a citation for a simple misdemeanor, but was <u>not</u> detained by police.....	Yes
• The police later admitted that they arrested me by mistake.....	Yes
• Stopped for a speeding violation or other minor traffic violation	No

WHAT IF MY ATTORNEY TOLD ME THAT MY RECORD WAS "EXPUNGED"?

Some applicants confuse *dismissal* with *expungement*, but they are not the same. The only action that can fully erase a criminal arrest and conviction in Oregon is an *expungement*. There is a statutory process for having a record expunged. You do not need to report an arrest/conviction that has been expunged; but if it has not been expunged, you *must* report it with your application.

HOW DOES OBMI COMPLETE THE CRIMINAL BACKGROUND CHECK?

For *first-time* license and permit applicants, the OBMI submits your fingerprints to the FBI and the Oregon State Police, to complete a comprehensive background check that will uncover most any prior arrest or court action from any state, no matter how minor or how long ago it occurred, including arrests in which the charges were later dropped. For renewal applicants, the OBMI completes a criminal background check through the Oregon State Police.

WHAT IF I AM UNABLE TO OBTAIN ARREST RECORDS AND COURT RECORDS?

We require copies of any available police reports and court documents for each incident in which you were involved, if there was an arrest and/or court action. If you are having a difficult time obtaining records from a police department or courthouse, please call our office at 971-673-0215 and let us know. Even if you cannot obtain records, you *must* report the arrest and/or conviction on your application, along with a letter explaining what happened.

WHAT IF I REPORTED THE ARREST/CONVICTION ON A PREVIOUS APPLICATION?

If you have already reported an incident on your initial application or renewal application, you do not need to report that information to us again.

WHAT HAPPENS IF I FAIL TO REPORT AN ARREST OR COURT ACTION?

Any failure to fully disclose criminal history will be reviewed by the Board and may be subject to a civil penalty and permanent disciplinary action against your license.

IF YOU HAVE QUESTIONS:

Do not hesitate to call the OBMI office at 971-673-0215. Or you may Email Us at: OBMI.Info@state.or.us