

THE LELAND

OF LAUREL RUN

Applicants Name: _____

Position Applied for: _____

FORMER EMPLOYER REFERENCE

Name of Past Employer _____

Social Security Number: _____ Position Held: _____

Rate of Pay: _____ Employment Dates: _____ to _____

Is the information listed above correct? Yes _____ No _____ If no, please make corrections.

Work Rating: (1) excellent (2) satisfactory (3) unsatisfactory

___ Work Performance ___ Initiative ___ Work Attitude ___ Conduct

___ Dependability ___ Attendance ___ Cooperation ___ Ability/Knowledge

What was the reason for leaving your employ? _____

Is this individual eligible for rehire? _____

Comments: _____

Reference completed by: _____ Date: _____

Written Verbal HR Signature: _____

PERSONAL REFERENCE

Name of Personal Reference _____

How long have you known the applicant? _____

How do you know the applicant? _____

Please rate the applicant as follows:

Work Rating: (1) excellent (2) satisfactory (3) unsatisfactory (N/A) not applicable

___ Work Performance ___ Initiative ___ Work Attitude ___ Conduct

___ Dependability ___ Attendance ___ Cooperation ___ Ability/Knowledge

Would you recommend this individual for hire? _____

Additional Comments: _____

Written Verbal HR Signature: _____ Date _____

THE LELAND OF LAUREL RUN

RELEASE OF AUTHORIZATION FOR EMPLOYMENT REFERENCE CHECK

I, _____ have applied for the position as _____.
(please print name)

For the purposes of consideration of my employment by The Leland of Laurel Run, I give my permission to my former employer/personal reference to release information regarding my former performance and work habits to the human resources department of The Leland of Laurel Run, and agree to hold my former employers and their employees, and agents blameless should such information result in the denial of my application for employment by The Leland of Laurel Run.

Signature of applicant

Date

THE LELAND OF LAUREL RUN

Background Consent

Any employee hired to work in a facility as defined in ACT 169 of 1996 as amended by ACT 13 of 1997 must have a completed history background check. Facilities are defined by the act to include: Domiciliary Care Homes, Home Health Care Agency, Nursing Facility (licensed by Department of Health), Adult Daily Living Centers (licensed by Department of Aging), and Personal Care Home (licensed by Department of Public Welfare). A Home Health Care Agency is further defined to include these agencies by the Department of Health and any public or private organization which provides care to a care-dependent individual in their place of residence.

First Name: _____

Middle Name: _____

Last Name: _____

Maiden Name(s): _____

Social Security Number: _____

Date of Birth: _____

Gender: _____

Ethnicity: _____

Have you lived in the State of Pennsylvania for at least the past 2 years? Yes No

I, _____, certify that I have not been convicted of any criminal acts that would make me ineligible for employment with The Leland of Laurel Run. I authorize The Leland of Laurel Run to conduct a Criminal Background check via the Pennsylvania State Police Access to Criminal History website. I understand that any information obtained on this background check that is not in compliance with Older Adults Protective Services Act regarding Prohibitive Offenses Contained in ACT 169 of 1996 as Amended by ACT 13 of 1997 will result in denial of employment.

Applicant's Signature

Date

OLDER ADULTS PROTECTIVE SERVICES ACT

May 2011

Prohibitive Offenses Contained in Act 169 of 1996 as Amended by Act 13

Dept. of Aging

<i>Following Offenses as Contained in PA Crimes Code (18 Pa. C.S.)</i>		
Offense Code	Prohibitive Offense Description	Type/Grading of Conviction
CC2500	Criminal Homicide	Any
CC2502A	Murder I	Any
CC2502B	Murder II	Any
CC2502C	Murder III	Any
CC2503	Voluntary Manslaughter	Any
CC2504	Involuntary Manslaughter	Any
CC2505	Causing or Aiding Suicide	Any
CC2506	Drug Delivery Resulting in Death	Any
CC2702	Aggravated Assault	Any
CC2901	Kidnapping	Any
CC2902	Unlawful Restraint	Any
CC3121	Rape	Any
CC3122.1	Statutory Sexual Assault	Any
CC3123	Involuntary Deviate Sexual Intercourse	Any
CC3124.1	Sexual Assault	Any
CC3125	Aggravated Indecent Assault	Any
CC3126	Indecent Assault	Any
CC3127	Indecent Exposure	Any
CC3301	Arson and Related Offenses	Any
CC3502	Burglary	Any
CC3701	Robbery	Any
CC3901	Theft	<div style="border: 1px solid black; padding: 10px; text-align: center;"> Any ONE (1) FELONY or TWO (2) MISDEMEANORS within the 3900 Series (CC3901-CC3934) </div>
CC3921	Theft By Unlawful Taking	
CC3922	Theft By Deception	
CC3923	Theft By Extortion	
CC3924	Theft By Property Lost	
CC3925	Receiving Stolen Property	
CC3926	Theft of Services	
CC3927	Theft By Failure to Deposit	
CC3928	Unauthorized Use of a Motor Vehicle	
CC3929	Retail Theft	
CC3929.1	Library Theft	
CC3929.2	Unlawful Possession of Retail or Library Theft Instruments	
CC3929.3	Organized Retail Theft	
CC3930	Theft of Trade Secrets	
CC3931	Theft of Unpublished Dramas or Musicals	
CC3932	Theft of Leased Properties	
CC3933	Unlawful Use of a Computer	
CC3934	Theft From a Motor Vehicle	
CC4101	Forgery	Any
CC4114	Securing Execution of Documents by Deception	Any
CC4302	Incest	Any
CC4303	Concealing Death of a Child	Any
CC4304	Endangering Welfare of a Child	Any
CC4305	Dealing in Infant Children	Any
CC4952	Intimidation of Witnesses or Victims	Any
CC4953	Retaliation Against Witness or Victim	Any
CC5902B	Promoting Prostitution	Felony
CC5903C	Obscene or Other Sexual Materials to Minors	Any
CC5903D	Obscene or Other Sexual Materials	Any
CC6301	Corruption of Minors	Any
CC6312	Sexual Abuse of Children	Any

<i>Offenses as Contained in PA Controlled Substance, Drug, Device & Cosmetic Act (P.L. 233, No. 64)-PARTIAL LISTING*</i>		
Offense Code	Prohibitive Offense Descriptor	Type/Grading of Conviction
CS13A12	Acquisition of Controlled Substance by Fraud	Felony
CS13A14	Delivery by Practitioner	Felony
CS13A30	Possession with Intent to Deliver	Felony
CS13A35 (i), (ii), (iii)	Illegal Sale of Non-Controlled Substance	Felony
CS13A36	Designer Drugs	Felony
CS13Axx*	ANY OTHER FELONY DRUG CONVICTION APPEARING ON PA RAP SHEET	