

AHSSC

Alberta Health Services Security Check

Under The Protection for Persons in Care Act, Alberta Health Services (AHS) has a legal obligation to ensure that parties engaged in the delivery of care or support services for AHS undergo Security Checks.

This requirement applies to all employees, trainees, and Medical Staff engaged for services with AHS. If you have received this document from Medical Affairs then you are required to provide an AHSSC which must include both (usually provided on the same document):

1. a Police Information Check, sometimes called a Police Check, Criminal Records Verification or a Criminal Records Check; and
2. a Vulnerable Sector Search, sometimes called a Violent Offenders or Sexual Offenders Search.

Applicability:

- Even if you have provided an AHSSC previously, significant role changes (e.g. completing residency and transitioning to independent practice as Medical Staff) will require a new AHSSC.
- Community Staff members under the AHS Medical Staff Bylaws and Rules not engaged for services with AHS (i.e. no site privileges) do not need to provide an AHSSC.
- Foreign Practitioners that have gone through the Canadian Visa process recently are not required to provide an AHSSC.

Document Requirements:

- The AHSSC should be obtained through your local police agency where you have lived for at least 6 months (process and requirements will vary by jurisdiction).
- Original documents must be submitted to Medical Affairs. Afterwards, you may request for the original to be returned to you and a copy will be kept on file.
- Checks in languages other than English and French should be submitted with a certified translation.

Deadline for Submission:

- Plan ahead, it usually takes several weeks to obtain an AHSSC. In the meantime, so not to delay being granted clinical privileges/access please submit your receipt as proof that it's in progress.
- AHSSCs must be no older than 90 days ahead of your commencement date and must be submitted no later than 6 weeks after your commencement date.
- Submit your AHSSC to your Zone Medical Affairs credentialing and privileging office.

Difficulties Obtaining an AHSSC

- There are known challenges in obtaining vulnerable sector searches from the Toronto Police Service. Also, some individuals with common names may find additional delays in the process. If this occurs there is a process and a Statutory Declaration Form (which will require the signature of a Commissioner of Oaths in the province of Alberta). Please contact Medical Affairs for details.

Unclear Check Received

- If something does turn up, there is a process. Medical Affairs will contact you with further instructions and next steps.

Protection For Persons In Care Act

Accessible through the Queen's Printer online at:

http://www.qp.alberta.ca/574.cfm?page=P29P1.cfm&leg_type=Acts&isbncln=9780779749904