

ACTION FLOW CHART BU PROTECTION OF MINORS POLICY AND FIELD SITE BACKGROUND CHECKS

WHAT

WHO

I. BU Protection of Minors Online Trainings

II. MA CORI

III. Fingerprint

IV. Other Compliance Checks

All Students in Fieldwork including job related, out of state and study abroad

Students in MA Sites with Minors

Students in MA Schools

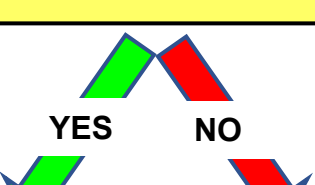
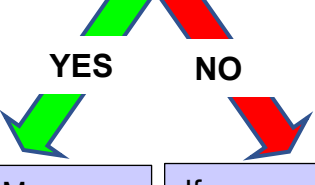
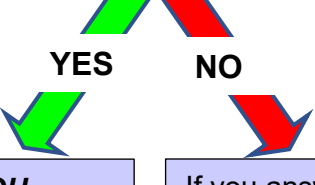
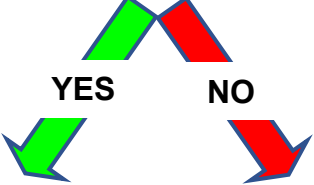
All Students in Fieldwork including job related, out of state and study abroad

•DID YOU complete the POM Online Trainings and submit your Certificates of Completion to the Sonia Field Data System?

•DID YOU complete the MA CORI for the specific field site where you will complete your fieldwork?

•DID YOU complete the scanned fingerprint for the specific school districts where you will complete your fieldwork?

•DID YOU confirm with site administration* about all background check requirements that you need to address before you begin fieldwork?



No action needed

You need to complete the [POM Online Trainings](#) and submit your [Certificates of Completion](#) to the [Sonia Field Data System](#)

•DID YOU confirm with site administration* that you met the CORI standard for fieldwork?

If you answered *No*, then you need to follow the instructions in [FAQ 2f](#) and then see POM Verification below

See POM Verification step below

If you answered *No*, then you need to follow the instructions in [FAQ 3f](#) and then see POM Verification below

See POM Verification step below

If you answered *No*, then you need to follow up with site administration* about required checks

NOTE: If you fingerprinted before for another district, see [Suitability Determination](#)

See POM Verification to the right

Confirm with site administration* and then see POM Verification

POM Verification: Follow instructions in [FAQ 1g-i](#) to fully comply with BU policy. Students who already completed this requirement may be all set (see [FAQ 1g](#))

* Site Administration may be the front office, human resources dept., or in some cases your site supervisor.