



St. Camillus
HEALTH AND REHABILITATION CENTER

Caring for Life

Position applied for _____ Date _____

Name (Print) _____
LAST FIRST MIDDLE MAIDEN

Present Address _____
STREET CITY/TOWN STATE ZIP

How long at present address? _____ Telephone (____) _____

Previous Address _____
STREET CITY/TOWN STATE ZIP

How long at previous address? _____ U.S. Citizen _____

NOTE: New York State and Federal Law prohibits discrimination based on age, race, religion, color, handicap, sex, physical condition, developmental disability, sexual orientation or national origin. Furthermore, St. Camillus adheres to all provisions of Title VII of the 1964 Civil Rights Act and Executive Orders 11375 and 11478, and the A.D.A. We make every effort to employ those individuals who are best qualified and capable of caring for the elderly, sick, and injured.

Please state availability for work: Full Time _____ Shift, check preference: Days _____
Part Time _____ Evenings _____
Nights _____

Do you understand that employment will require working weekends and holidays as required by Agency needs? YES [] NO []

Do you understand that a request for change in employment status must be submitted in writing and approval of such will be based on present staffing needs? YES [] NO []

813 Fay Road Syracuse, New York 13219

Phone: (315) 488-2951 Fax: (315) 468-2155

PREVIOUS POSITIONS HELD

LIST LAST 4 POSITIONS, GIVING LAST POSITION FIRST

I. Employer _____ Address _____
Position _____ Employed from _____ to _____
Salary _____ Reason for leaving _____
Person to contact for reference _____ Phone no. _____

II. Employer _____ Address _____
Position _____ Employed from _____ to _____
Salary _____ Reason for leaving _____
Person to contact for reference _____ Phone no. _____

III. Employer _____ Address _____
Position _____ Employed from _____ to _____
Salary _____ Reason for leaving _____
Person to contact for reference _____ Phone no. _____

IV. Employer _____ Address _____
Position _____ Employed from _____ to _____
Salary _____ Reason for leaving _____
Person to contact for reference _____ Phone no. _____

May we contact the employers listed above? YES [] NO []
If not, indicate by number which ones(s) you do not wish us to contact _____

THIS SECTION TO BE COMPLETED BY NURSING APPLICANTS ONLY

Have you ever had a finding against your professional License? YES [] NO []

Are you presently licensed or registered to practice in New York State? YES [] NO []

LPN Registration Number _____ RN Registration Number _____

Are you or have you ever been licensed or registered in another state? YES [] NO []

Name of state(s): _____

LPN Registration Number _____ RN Registration Number _____

LICENSE VERIFICATION

Human Resource Office Use Only

LPN REGISTRATION NUMBER: _____ RN REGISTRATION NUMBER: _____

STATUS: _____ EXPIRES: _____ STATUS: _____ EXPIRES: _____

ISSUED: _____ FINDINGS: _____ ISSUED: _____ FINDINGS: _____

AGREEMENT

I certify that answers given herein are true and complete to the best of my knowledge. I understand that any false statements made as a part of this application will be considered cause for dismissal.

I also certify that I have received a copy of New York State Correction Law Article 23-A, as provided within this Employment Application.

I also grant permission for the authorities of the St. Camillus to investigate my references, any and all information, and release St. Camillus from any and all liabilities resulting from such investigation.

I understand that if I am employed, I will be on a probationary basis for three months from date of employment. Upon my termination, I authorize the release of reference information on my work.

If employed, I further understand that my employment can be terminated with or without cause at any time at the option of either the Facility or myself. I understand that no management official other than the Administrator has any authority to enter into any agreement contrary to the foregoing or make any oral assurance or promise of continued employment.

Applicant's Signature

Date

Thank you for completing this Application Form and for your interest in employment with us. We would like to assure you that your opportunity for employment with this facility, will be based only on your merit, physical and mental condition and no other considerations.

APPLICANT - DO NOT WRITE BELOW THIS LINE

ADMINISTRATIVE USE ONLY

Comments: _____

Date interviewed: _____ By: _____

License verified? YES [] NO [] N/A []

ASI verified? YES [] NO [] DOJ SO verified? YES [] NO []

References verified? YES [] NO []

Starting date: _____ Department: _____

Job title: _____ Pay rate: _____

Supervisor Signature: _____ Date: _____

NEW YORK CORRECTION LAW
ARTICLE 23-A

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.

§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, opportunity, or job in question.
- (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.

§751. Applicability. The provisions of this article shall apply to any application by any person for a license or employment at any public or private employer, who has previously been convicted of one or more criminal offenses in this state or in any other jurisdiction, and to any license or employment held by any person whose conviction of one or more criminal offenses in this state or in any other jurisdiction preceded such employment or granting of a license, 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. Nothing in this article shall be construed to affect any right an employer may have with respect to an intentional misrepresentation in connection with an application for employment made by a prospective employee or previously made by a current employee.

§752. Unfair discrimination against persons previously convicted of one or more criminal offenses prohibited. No application for any license or employment, and no employment or license held by an individual, to which the provisions of this article are applicable, shall be denied or acted upon adversely by reason of the individual'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 individual 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 previous criminal offenses and the specific license or employment sought or held by the individual; or
- (2) The issuance or continuation of the license or the granting or continuation of the employment would involve an unreasonable risk to property or to the safety or welfare of specific individuals or the general public.

§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 or held by the person.
 - (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.

§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.

§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.