

## Fingerprinting

**Fingerprinting:** VA Medical Centers require that medical residents, dental residents, medical students, and trainees are fingerprinted and have a Personnel Identification Verification (PIV) badge. Fingerprinting must be completed in a timely manner to ensure processing before the start of your training program. To expedite processing requirements, those who will be in the Birmingham area before the orientations are advised to contact our Personnel Security Office (205-933-8101, ext. 33-4161) to schedule an appointment.

The address of the Birmingham VA Health Care System is 700 South 19th Street, Birmingham, AL 35233. Personnel Security Office is located on the 3<sup>rd</sup> floor rooms 1926-1929.

***NOTE: Fingerprinting will not be necessary for anyone who is transferring with a PIV card, or who has been fingerprinted at another VA Medical Center and is relocating/transferring from that VA Medical Center to this Medical Center, and has had a "Courtesy Fingerprint" completed within the last 120 days to meet fingerprinting requirements for this VA Medical Center.***

***\*\*Courtesy fingerprints must be conducted with the SOI: VAA8 SON: 1260\*\****

**Medicine Residents:** Contact Sheneka Bothwell via email at [Sheneka.Bothwell@va.gov](mailto:Sheneka.Bothwell@va.gov) or ext. 33-4104 with questions and for information on requirements for Medicine Service.

**Surgical Residents:** Contact Lokia White via email at [Lokia.White@va.gov](mailto:Lokia.White@va.gov) or ext. 33-4375 with questions and for information on requirements for Surgical Service.

### **Associated Health Trainees:**

**WOC Trainees:** HR Staff will contact WOC trainees in regards to all pre-employment requirements.

**Trainees on Stipend:** HR Staff will contact trainees on stipend in regards to all pre-employment requirements.

**Dental Residents:** Contact Narnell Wallace via email at [Narnell.Wallace@va.gov](mailto:Narnell.Wallace@va.gov) at ext. 33-6466 or ext. 33-6306 with questions and for information on requirements for Dental Service.

**Medical Students:** Medical students who will be completing a clerkship at the medical center during their first year should contact Alexandra Fresh (UAB) via email at [afresh@uab.edu](mailto:afresh@uab.edu) to schedule fingerprinting. Fingerprinting must be completed at least 60 days prior to your rotation at the VA.