

## **VALBHS FINGERPRINT INSTRUCTIONS**

All health professions trainees must have their fingerprints cleared prior to your VALBHS GME Orientation or the start of your rotation.

***Have your fingerprints completed ASAP. We cannot begin the long process of onboarding you without first having a cleared fingerprint check.***

- **Email [VHALONGME@va.gov](mailto:VHALONGME@va.gov) the day you receive your fingerprints.**
- **Email us your full name, the location and date you completed your fingerprints.**

### **You may obtain “courtesy” fingerprints at any VA Hospital**

**Make sure you are aware of that facility’s hours of operation and procedures, so you do not waste a trip**

**For “Courtesy Fingerprints” Simply provide them the following numbers**

**SON:1513**

**SOI:VAG6**

**Email us immediately after you complete your fingerprints, see above**

**VALBHS Fingerprints Hours of Operation  
5901 East 7<sup>th</sup> Street, Long Beach, CA 90822  
Bldg. 165, 2<sup>nd</sup> Floor, Room C214**

**Bring two (2) form of valid, unexpired government ID.**

**SCHOOL ID’s are NOT accepted. NO pictures or paper copies of your ID will be accepted.**

**“Primary Identity Source Document” Please choose from the list below:**

- A U.S Passport or U.S. Passport Card
- A Permanent Resident Card or Alien Registration Receipt Card (Form I-551)
- A foreign passport
- An Employment Authorization Document that contains a photograph (Form I-766)
- A Driver’s license or an ID card issued by a State or possession of the United States provided it contains a photograph
- A U.S. Military card
- A U.S. Military dependent’s ID card
- A PIV Card

**Naturalized Citizen: must bring your United States Passport or a certificate of U.S. Citizenship (Form N-560 or N-561) with picture.**

***\*\*ALERT\*\* Residents will not receive their picture, badge, or computer access during VALBHS GME Orientation if your fingerprints have not cleared. Have your fingerprint completed ASAP. Email [bryan.ortiz@va.gov](mailto:bryan.ortiz@va.gov) the day you receive your fingerprints. Email us you full name, date you completed your fingerprints, and location you obtained your fingerprints.***