

Search Request of ADCS CENTRAL REGISTRY for Background Check

This document and any files transmitted with it are confidential and intended solely for the use of the entity to which they are addressed. If you have received this information in error, please notify the sender and destroy the information.

The information contained in the Arizona Department of Child Safety Central Registry and any attached files shall be used as a factor to determine qualifications for individuals applying for positions that provide direct services to children or vulnerable adults.

The information contained in the *Central Registry for Background Check* and any attached files is confidential and shall not be further disseminated or shared.

Please fill out the information below. All fields must be completed, accurate and legible.

Name of Licensee or Certificate Holder:	Name of Facility:
CDC or SGH #:	Telephone #:
Mailing Address:	
Email Address:	
Name of person authorized to submit request:	
Signature of requestor:	Date:
DHS Surveyor:	

Submit your completed request to the Bureau of Child Care Licensing (BCCL) using one of the following methods:

Mail to:	FAX to:	Email to:
BCCL Central Registry Team ATTN: Background Request Bureau of Child Care Licensing, ADHS 150 N 18 th Ave, Suite #400 Phoenix AZ 85007	BCCL Central Registry Team ATTN: Background Request (602) 364-4768	BCCL_CPS_Registry@azdhs.gov

Results will be MAILED to the address provided above:

- If additional information is required;
- If all names are cleared;
- If any individuals are found to have substantiated reports.

Results will be MAILED to the individual found to have a substantiated report.

FOR BCCL use only:	Request #:	Date rec'd :
		Initials:

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Individual Information	Internal BCCL use only	
Name:	Date of Search:	
Alias (previously used names):	Name of Registry Analyst:	
Date of Birth:	Signature:	
Social Security Number:	REPORTS: NO <input type="checkbox"/>	
Address:	YES <input type="checkbox"/> (see attached) Number: _____	
City & ZIP:	Comments:	

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DISQUALIFICATION ACTS

A person is disqualified from providing services to children in licensed child care facilities in a direct service position if he/she is identified as a subject of a substantiated report for any of the following:

Death of a Child Due to Abuse

- 24** Child death due to alleged abuse or suspicious death
- 111** Death of a child due to physical abuse or suspicious death

Death of a Child Due to Neglect

- 24** Child death due to alleged neglect or suspicious death
- 101** Death of a child due to neglect

Physical Abuse, High Risk

- 25** Injuries requiring emergency medical treatment
- 27** Child age 24 months is shaken (shaken baby syndrome)
- 201** Physical abuse high risk

Physical Abuse, Moderate Risk

- 45** Injuries may require medical treatment
- 202** Physical abuse moderate risk

Neglect, High Risk

- 33** Untreated life threatening condition, Infant Doe, Non-organic FTT
- 37** Imminent harm to child under the age of six (6) due to lack of supervision by parent/caretaker
- 38** Neglect results in injury/illness requiring emergency medical treatment
- 39** Imminent harm to child due to health or safety hazards in living environment/exposure to the elements
- 40** Child diagnosed as suicidal by mental health professions, parent refused to allow treatment
- 43** Abandoned, no parent willing to provide immediate care for a child and child is with a caregiver unable or unwilling to provide care now
- 301** Neglect, high risk

Neglect, Moderate Risk

- 50** Living environment presents health or safety hazards to a child under the age of six
- 51** Sexual conduct/physical injury between children due to inadequate supervision
- 55** Child diagnosed by mental health professional with behavior consistent with emotional abuse
- 56** Abandoned, no parent willing to care for a child, child with caretaker unable or unwilling to care for child less than one week
- 302** Neglect, moderate risk

Sexual Abuse, High Risk

- 41** Physical evidence of sexual abuse reported by a medical doctor or child reporting sexual abuse within the past seven days
- 42** Child reporting vaginal or anal penetration or oral sexual contact within past 72 hours and has not been examined
- 401** Sexual abuse, high risk

Sexual Abuse, Moderate Risk

- 54** Sexual behavior within the past 8-14 days
- 402** Sexual abuse, moderate risk

Emotional Abuse, Moderate Risk

- 502** Emotional abuse, moderate risk