

STATE	CONTACT INFO	EMAIL	ADDRESS	OWN FORM?	NOTARY?	ORIGINAL SIGNATURE ?	PICT ID?	FEE?	FEE INFO	DCS FORM/ LETTERHEAD REQUIRED?	ACCEPTS 3 <sup>RD</sup> PARTY REQUESTS?	FOR EMPLOYMENT?	PREFERRED TRANSMITTAL	RESPONSE TIME	ADDITIONAL COMMENTS
Alabama	Jon Perdue Program Manager Phone: (334) 242-9500 Fax: (334) 242-0939	<a href="mailto:jon.perdue@dhr.alabama.gov">jon.perdue@dhr.alabama.gov</a>  <a href="mailto:harold.brown@dhr.alabama.gov">harold.brown@dhr.alabama.gov</a>	Alabama State Department of Human Resources, Family Services Division  Attn: Office of Child Protective Services 50 Ripley Street Montgomery, AL 36130	<a href="#">AL FORM</a>  <a href="#">FORM INSTRUCTIONS</a>	NO	YES	NO	NO	NO	NO	YES	YES	MAIL ONLY		Additional contacts: Phone: (334) 242-9500 Fax: (334) 242-0939 <a href="#">Alabama central registry website</a>
Alaska	Kenneth Saucier  Phone: (907) 269-4026 Fax: (907) 269-4098	<a href="mailto:hss.ocsanccpchecks@alaska.gov">hss.ocsanccpchecks@alaska.gov</a>	State of Alaska Office of Children's Services APSIN Unit 323 East 4th Ave. Anchorage, AK 99501	<a href="#">AK FORM 06-9437</a>	NO	YES	YES	NO	NO	Should include agencies cover letter or Photo ID of Applicant. Must be signed and include DOB, SSN, and all known aliases.	YES	YES	scanned, faxed, or mailed	30 Days	<a href="#">Alaska central registry website</a>
American Samoa	Tufa Avegalio CFSD Tufanua Avegalio: <a href="mailto:tavegalio@dhs.s.as">tavegalio@dhs.s.as</a>	CPS Program Coordinator Omeka "Max" Gaisoa: <a href="mailto:jezeniahhoo.com">jezeniahhoo.com</a>													You must e-mail the agency to request the form.
Arizona	Jermaine Moore-Tabron <a href="mailto:Jermaine.MooreTabron@azdcs.gov">Jermaine.MooreTabron@azdcs.gov</a>  Abe Vicente 602-513-2032 <a href="mailto:Abraham.Vicente@azdcs.gov">Abraham.Vicente@azdcs.gov</a>	<a href="mailto:FHLAWA@azdcs.gov">FHLAWA@azdcs.gov</a>	Arizona Department of Child Safety Central Registry P.O. Box 6030, Site Code C010-20 Phoenix, AZ 85005-6030	<a href="#">AZ Form CSO-1058a to be used for placement</a>	NO	NO	NO	NO	NO	NO	NO	For employment/volunteer purposes, please use <a href="#">DCS-1083A</a> form	Submit to <a href="mailto:DCSCentralRegistry@azdcs.gov">DCSCentralRegistry@azdcs.gov</a> in PDF form	10-14 days	Additional contacts: Yvonne Santos Phone: (602) 364-4255 <a href="#">Arizona central registry website</a>
Arkansas	Phone: (501) 682-0405  Fax: (501) 682-0407	<a href="mailto:ARAbuseNeglectRecords@dhs.arkansas.gov">ARAbuseNeglectRecords@dhs.arkansas.gov</a>	Arkansas Child Maltreatment Central Registry P.O. Box 1437, Slot S 566 Little Rock, AR 72203	<a href="#">AR CENTRAL REGISTRY FORM</a>	YES	YES	NO	YES	\$10 (not charged to other child services agencies)	YES Along with notarized authorization form	YES	YES	Fill the online "Registry Check Form" and email	30 days	<a href="#">Background and Reports Fact Sheet</a>  <a href="#">Arkansas central registry website</a>

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California	Phone: (916) 210-4092 Fax: 916-227-6364	<a href="mailto:CACI-Inquiry@doj.ca.gov">CACI-Inquiry@doj.ca.gov</a>	California Department of Justice Attn: Bureau of Criminal Information & Analysis CACI P.O. Box 903387 Sacramento, CA 94203- 3870	<a href="#">CA FORM BCIA 4057</a> <a href="#">CA Instructions</a>	NO	NO	NO	YES	\$15	NO	NO	NO	Must be type written, please see instructions on the form	30 days	<a href="#">California central registry website</a>
Colorado	Shauna Sayer Phone: (303) 866-4694	Background Inquiry Checks: <a href="mailto:cdec_backgroundinvestigation@state.co.us">cdec_backgroundinvestigation@state.co.us</a>	Background Investigation Unit Division of Early Learning Licensing and Administration, CDEC 710 S. Ash Street Denver, CO 80246	<a href="#">CO Portal</a>	NO	YES	NO	YES	\$35	NO	YES	YES	Portal	Online requests-10 days	<a href="#">Colorado central registry website</a>
Connecticut	Lisa Daymonde Email: Lisa.Daymonde@ct.gov	<a href="mailto:DCF.BackgroundCheck@ct.gov">DCF.BackgroundCheck@ct.gov</a> <a href="mailto:bgc.verification@ct.gov">bgc.verification@ct.gov</a>	Department of Children and Families Care Line Attn: Background Check Unit 505 Hudson Street Hartford, CT 06106	<a href="#">CT Portal</a>  Directions for Adam Walsh requests:  Must be on the Agencies' Letterhead; Must contain the individuals demographic information. (e.g. date of birth, names of children, etc...); Information should be submitted through the CPS Background Check Portal for processing	NO	NO	NO	NO	NO	YES	YES	YES	Completed letters should be faxed to 860-560-7071 emailed: <a href="mailto:DCF.BackgroundCheck@ct.gov">DCF.BackgroundCheck@ct.gov</a>	Avg:1-2 weeks, can take up to 4 weeks	<a href="#">Connecticut central registry website</a>
Delaware	Beth Kramer Email: <a href="mailto:beth.kramer@delaware.gov">beth.kramer@delaware.gov</a> Phone: (302) 739-5884	<a href="mailto:beth.kramer@delaware.gov">beth.kramer@delaware.gov</a>	DSCYF, OCCL Criminal History Unit 1825 Faulkland Road Wilmington, DE 19805 Phone: 302-892-5800 Fax: 302-633-5191	<a href="#">Delaware Portal</a>	NO	YES	YES	YES	\$14	NO	NO	YES	Portal	15 days	<a href="#">Delaware central registry/background and check FAQ</a>  <a href="#">Delaware Portal</a>

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DC	Phone: 202-442-6100	<a href="mailto:cfsa@dc.gov">cfsa@dc.gov</a>	Attn: Child & Family Services Agency Child Protection Register 200 I Street, SE Washington, DC 20003	<a href="#">DC Form</a>	YES	YES	YES	NO	NO	YES	YES	YES <a href="#">Directions for employment</a>	Email	30-45 days	<a href="#">FAQ's</a> <a href="#">Website</a>
Florida	Keycee Marshall Phone: (850) 487-6053	<a href="mailto:hqw.fs.adamwalsh.requests@myflfamilies.com">hqw.fs.adamwalsh.requests@myflfamilies.com</a>	Florida Department of Children and Families Office of Child Welfare 1317 Winewood Blvd. Tallahassee, Florida	<a href="#">Adam Walsh Request Form</a>	NO	NO	YES	NO	NO	NO	YES	YES	Email	7-10 days	<a href="#">Florida website</a> Background Screening Help Desk: 888-352-2849
Georgia	Contact: Magda Warner-Hulitt Phone: (404) 463-7287	<a href="mailto:georgiaadamwalshcheck@dhs.ga.gov">georgiaadamwalshcheck@dhs.ga.gov</a>	Child Protective Services Screening 2 Peachtree St. NW, 18 Floor Atlanta Georgia 30303	<a href="#">Georgia Child Abuse Screening Request Form</a>	NO	YES	YES	NO	NO	YES	YES	YES	Email	30 days	<a href="#">Out-of-State CPS Registry FAQ's and Links</a>
Guam	Corrine Buendicho <a href="mailto:corrine.buendicho@dya.guam.gov">corrine.buendicho@dya.guam.gov</a> Phone: 671-475-2653 or 671-475-2672 Fax: 671-477-0500	<a href="https://dphss.guam.gov/contact-us-2/">https://dphss.guam.gov/contact-us-2/</a> Contact: <a href="mailto:Linda.rodriquez@dphss.guam.gov">Linda.rodriquez@dphss.guam.gov</a>	Bureau of Social Services Administration Department of Public Health & Social Services 194 Hernan Cortez Avenue Hagatna, Guam 69610	NO Submit request on letterhead Send requests to: <a href="mailto:corrine.buendicho@dya.guam.gov">corrine.buendicho@dya.guam.gov</a>	NO	YES	NO	NO	NO	YES	NO	NO	MAIL or EMAIL	1-2 days	Print request for information on letterhead. Signed release required.
Hawaii	Phone: 808-832-0609 Fax: 808-832-0628	Tonia Mahi 808-832-0609 TMahi@dhs.hawaii.gov Karlyn Kitamori 808-832-5052 kkitamori@dhs.hawaii.gov	Department of Human Services Child Welfare Services Section 420 Waiakamilo Road, Suite 300A Honolulu, Hawaii 96817	<a href="#">Consent to Release Information Form</a>  <a href="#">Instructions</a>	NO	YES	YES	YES	NO	NO	NO	NO	Must be mailed		<a href="#">How to Obtain Hawaii Background Checks</a>  <a href="#">Hawaii's website</a>
Idaho	Fernando Castro Email: <a href="mailto:castrof@dhw.idaho.gov">castrof@dhw.idaho.gov</a> Karla Kinzel <a href="mailto:Karla.kinzel@dhw.idaho.gov">Karla.kinzel@dhw.idaho.gov</a>	<a href="mailto:crimhist@dhw.idaho.gov">crimhist@dhw.idaho.gov</a> Phone: (208) 332-7990	Idaho Department of Health & Welfare Criminal History Unit Attn: CWIS P.O. Box 83720 Boise, ID 83720	<a href="#">Idaho portal instructions</a>	YES	YES	NO	YES	\$20	NO	NO	YES	<a href="#">Criminal History Unit Portal</a> or follow instructions for Mail In	14 days	<a href="#">Idaho central registry website</a>

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Illinois	Gayle Hopper Administrator for the Illinois DCFS, State Central Register – <a href="mailto:Gayle.Hopper@illinois.gov">Gayle.Hopper@illinois.gov</a>	Meghan Green lead worker for the Production Control Unit – <a href="mailto:Meghan.Green@illinois.gov">Meghan.Green@illinois.gov</a> <a href="mailto:DCFS.689Background@illinois.gov">DCFS.689Background@illinois.gov</a>	Department of Children and Family Services 406 E. Monroe – Station # 30 Springfield, IL 62701	<a href="#">Illinois Portal</a>	NO	YES	NO	NO	NO	NO	YES	YES	Portal	3 days	<a href="#">Illinois central registry website</a>
Iowa	Linda Chagoya Email: <a href="mailto:DHSAbuseRegistry@dhs.state.ia.us">DHSAbuseRegistry@dhs.state.ia.us</a>	<a href="mailto:dhsabuseregistry@dhs.state.ia.us">dhsabuseregistry@dhs.state.ia.us</a>	Central Abuse Registry Iowa DHS P.O. Box 4826 Des Moines, IA 50305	<a href="#">IA Form 460-0643</a>	NO	YES	NO	NO	NO	NO	YES	YES	Mail or secure email	5-10 business days, on average	<a href="#">out of state requests information</a>
Kansas	Scott Henricks Director of Kansas Background Checks Division Phone: 785- 296-3825	For questions: <a href="mailto:Scott.Henricks@ks.gov">Scott.Henricks@ks.gov</a> For CPS History checks: <a href="mailto:DCF.CentralRegistry@ks.gov">DCF.CentralRegistry@ks.gov</a>	DCF Child Abuse/Neglect Central Registry P.O Box 2637 Topeka, KS 66601 Fax: 785-296-8609	<a href="#">OBI 1011 Form</a>	NO	YES	NO	YES	\$10 NO FEE FOR STATE AGENCIES. MARK EXEMPT	YES	YES	NO	Email: <a href="mailto:DCF.CentralRegistry@ks.gov">DCF.CentralRegistry@ks.gov</a>  Fax and Mail also accepted	48 hr for electroni submissio ns and 7 days mail in submissio ns	<a href="#">Kansas central registry website</a>
Kentucky	Erika Bauford, Administrative Branch Manager	<a href="mailto:CHFSDCCNBCP@ky.gov">CHFSDCCNBCP@ky.gov</a>  Phone: 502- 564-3834 Fax: 502 564- 9554	Department for Community Based Services Records Management Section 275 East Main Street, 3E-G Frankfort, KY 40621	<a href="#">KY Portal</a>  <a href="#">Portal tips and instructions</a>	NO	NO	YES	YES	\$10	NO	YES	YES	Use the Portal	30 days	<a href="#">Kentucky central registry website</a>
Louisiana	Lori Miller Phone: 225- 342-9928	<a href="mailto:dcfs.childprotectiveservices.dcf@la.gov">dcfs.childprotectiveservices.dcf@la.gov</a>	Louisiana Dept. of Children & Family Services P.O. Box 3318 Baton Rouge, LA 70821	<a href="#">DCFSCANS</a>	NO	NO	NO	YES	\$25	NO	YES	NO	Must use the CANS system	10 days	<a href="#">website</a>
Maine	Phone: (207) 624-7240  FAX: 207-287- 5282	<a href="mailto:ADAMWALSH.DHHS@maine.gov">ADAMWALSH.DHHS@maine.gov</a>	Office of Child and Family Services 2 Anthony Ave 11 State House Station Augusta, ME 04333- 0011	<a href="#">Form</a>	NO	NO	NO	YES	\$15	YES	YES	YES	Email <a href="mailto:ADAMWALSH.DHHS@maine.gov">ADAMWALSH.DHHS@maine.gov</a>	5-10 Days	Requests must be submitted by email to: <a href="mailto:ADAMWALSH.DHHS@maine.gov">ADAMWALSH.DHHS@maine.gov</a>  <a href="#">Instructions for form</a>

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Maryland	Carrie Watkins <a href="mailto:Carrie.Watkins@maryland.gov">Carrie.Watkins@maryland.gov</a>	Patricia Walker 410-767-8821 <a href="mailto:patricia.walker@maryland.gov">patricia.walker@maryland.gov</a>	Maryland Department of Human Services In-Home Services 311 W. Saratoga Street, Room 553 Baltimore, MD 21201	YES <a href="#">Consent Form</a> <a href="#">Maryland Form</a>	YES	YES	NO	NO	NO	NO	YES	YES	Mail	6 weeks	<a href="#">Website</a> <a href="#">Instructions</a>
Massachusetts	Contact: Joy Cochran 617-748-2167 <a href="mailto:joy.cochran@state.ma.us">joy.cochran@state.ma.us</a>	Scan/email to: <a href="mailto:MA.CPS.CHECK@MassMail.State.MA.US">MA.CPS.CHECK@MassMail.State.MA.US</a> Questions: 857-338-3030	Massachusetts Dept. of Children & Families Attn: Background Record Check Unit 2 Boylston St., 5th Floor Boston, MA 02116	<a href="#">MA Form</a>	YES	YES	YES	NO	NO	YES	YES	YES	Email	30 Days	<a href="#">Massachusetts Website</a>
Michigan	Kelly Maltby Department Manager – 517-284-9706 <a href="mailto:maltbyk2@michigan.gov">maltbyk2@michigan.gov</a> Ann LaHaine 517-284-9714 <a href="mailto:Lahainea@michigan.gov">Lahainea@michigan.gov</a>	Sarah Gorby Fingerprint Analyst – 517-582-3516 <a href="mailto:gorbys@michigan.gov">gorbys@michigan.gov</a> MDHHS- <a href="mailto:OutofStateAgencyCPSRecordsRequest@michigan.gov">OutofStateAgencyCPSRecordsRequest@michigan.gov</a>	Division of Child Welfare Licensing Michigan Department of Health and Human Services 235 S Grand Ave, Suite 1305 PO Box 30650 Lansing, MI 48909	<a href="#">Follow instructions provided</a>	YES	YES	YES	NO	NO	NO	YES	YES	Email or mail	10 days	<a href="#">Michigan central registry website</a>
Minnesota	Lori Steffan: 651-478-8254  Phone: 651-431-6625	<a href="mailto:DHSBackgroundStudies@state.mn.us">DHSBackgroundStudies@state.mn.us</a>  <a href="mailto:criminal.background.check@state.mn.us">criminal.background.check@state.mn.us</a>	Minnesota Department of Human Services – General/Background Studies Division – PO Box 64172 – St. Paul, MN 55164-0172	<a href="#">Minnesota Form</a>	NO	YES	NO	YES	\$20	NO	YES	YES	Mail or email		<a href="#">Minnesota central registry/background check website</a> <a href="#">FAQs</a>
Mississippi	Phone: 601-359-4198 Julie Henderson- 601-364-5059	<a href="mailto:mscentralregistry@mdcps.ms.gov">mscentralregistry@mdcps.ms.gov</a>	Mississippi State Department of Human Services Division of Family and Children's Services, Protection Unit, Child Abuse Central Registry P.O. Box 352 Jackson, MS 39205-0352	<a href="#">Instructions</a> <a href="#">DocuSign link to form</a>	NO	YES	YES	NO	NO	NO	YES	YES	Docu-sign	30 days	<a href="#">website</a>

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Missouri	866-422-6872	<a href="mailto:Melody.Yancey@dss.mo.gov">Melody.Yancey@dss.mo.gov</a> <a href="mailto:fcsr@health.mo.gov">fcsr@health.mo.gov</a>	Missouri Department of Health and Senior Services Family Care Safety Registry PO Box 570 Jefferson City, MO 65102-0570	<a href="#">Missouri Form</a>	NO	YES	NO	YES	\$14 - \$15.25	NO	YES	YES	Mail	1-5 days	<a href="#">general FAQ</a> (will not open in IE) <a href="#">Missouri Website</a>
Montana	DPHHS/CFSD ATTN: Records Request Fax: 406-841-2046	<a href="mailto:ChildFamilyServicesDiv@mt.gov">ChildFamilyServicesDiv@mt.gov</a>	Requests can be mailed to: Records Request DPHHS/CFSD P.O. Box 8005 Helena, MT 59604-8005	<a href="#">Montana Form</a>	YES	YES	NO	NO	NO	NO	YES	YES	Mail or Email	10 Days	<a href="#">Website</a>
Nebraska	Phone Number (402) 471-9272	<a href="mailto:dhhs.cfscentralregistry@nebraska.gov">dhhs.cfscentralregistry@nebraska.gov</a>	Nebraska Department of Health & Human Services Children & Family Services, Policy Unit Attention Central Registry P.O. Box 95026 Lincoln, NE 68509	YES <a href="#">Nebraska Form</a> (will not open in IE) Organization/Business must provide <a href="#">portal</a> ID to access results.	YES	YES	NO	YES	\$2.50	NO	YES	YES	Portal	3-4 business days	<a href="#">Nebraska central registry website</a> <a href="#">Instructions</a>
Nevada	Contact: Bruce Cole Phone: (775) 684-7941	<a href="mailto:DCFS-CANS@dcfs.nv.gov">DCFS-CANS@dcfs.nv.gov</a>	Nevada Division of Child & Family Services Attn: Nevada Central Registry 4126 Technology Way, 3rd Floor Carson City, NV 89706	YES <a href="#">FORM</a>	YES	YES	NO	NO	NO	NO	YES	YES	EMAIL	15 Days	<a href="#">Nevada central registry website</a>
New Hampshire	Phone: (603) 271-8383 Fax: (603) 271-4729 Susan Hallett-Cook	N/A	NHDCYF Central Registry 129 Pleasant Street Concord, NH 03301	<a href="#">New Hampshire Form</a>	YES	YES	NO	NO	NO	NO	YES	YES	MAIL		
New Jersey	Phone: (609) 888-7711 CARI Unit: (855) 744-4913 Judith Williams	N/A	Department of Children & Families Attn: Office of Licensing/CARI Unit P.O. Box 717 Trenton, NJ 08625-0717	NO <a href="#">New Jersey Portal</a>	NO	NO	NO	NO	NO	NO	YES	YES	THROUGH PORTAL	45 days	<a href="#">Tutorials for the Portal</a>



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New Mexico	CRC Unit at (505) 827-8400 or Loretta Perea 800-610-7610	<a href="mailto:CYFD.PSCriminalReco@state.nm.us">CYFD.PSCriminalReco@state.nm.us</a>	Office needs the <u>original</u> signed and notarized form mailed to: CYFD Protective Services CRC Unit Room 225 PO Drawer 5160 Santa Fe, NM 87502	<a href="#">NM FORM</a>	YES	YES	NO	NO	NO	NO	NO	YES	Temporarily by email- please see announcement	1-3 days	<a href="#">New Mexico central registry website</a>
New York	Roberta Frederick Phone: (800) 342-3720	<a href="mailto:ocfs.sm.conn_app@ocfs.state.ny.us">ocfs.sm.conn_app@ocfs.state.ny.us</a>	Office of Children & Family Services New York State Central Register P.O. Box 4480 Albany, NY 12204	<a href="#">New York Form</a>	NO	NO	NO	NO	NO	NO	NO	NO	EMAIL		<a href="#">New York central registry website</a>
North Carolina	Tina (828) 232-3172 main line (828) 232-3160		NC Division of Social Services 952 Old US Hwy 70, Black Mountain, NC 28711 Attn: RIL Also for more info: 828-232-3160	<a href="#">North Carolina Form</a>	NO	NO	NO	NO	NO	NO	YES	YES	FAX or MAIL	15 Days	<a href="#">North Carolina website</a>
North Dakota	Jen Grabar at <a href="mailto:jjgrabar@nd.gov">jjgrabar@nd.gov</a> or faxed to her attn at 701-328-3538. Her direct line is 701- 328-1863	Jen Grabar at <a href="mailto:jjgrabar@nd.gov">jjgrabar@nd.gov</a>  Tara Reed <a href="mailto:dhscfscbc@nd.gov">dhscfscbc@nd.gov</a>	Children & Family Services Attn: CBCU 600 E. Boulevard Ave, Dept. 325 Bismarck, ND 58505-0250	<a href="#">North Dakota Form</a>	NO	YES	NO	NO	NO	NO	NO	NO	MAIL OR EMAIL	30 DAYS	<a href="#">North Dakota background check website</a>
Ohio	Denielle Ell-Rittinger 614-752-1143 <a href="mailto:Denielle.Ell-Rittinger@jfs.ohio.gov">Denielle.Ell-Rittinger@jfs.ohio.gov</a>	<a href="mailto:SACWIS_Registry_Request@jfs.ohio.gov">SACWIS_Registry_Request@jfs.ohio.gov</a>  <a href="mailto:OSAPSRequest@jfs.ohio.gov">OSAPSRequest@jfs.ohio.gov</a>	Ohio Dept. of Job & Family Services Attn: SACWIS Registry Search Request P.O. Box 183204 Columbus, OH 43218-3204	<a href="#">Ohio SACWIS</a>	NO	YES	YES	NO	NO	NO	YES	YES	SACWIS Portal	Typically 10 days but granted 30 days	<a href="#">SACWIS Portal</a>  <a href="#">SACWIS power point instructions</a>  <a href="#">FAQ's</a> MUST provide a signed disclosure and SS card copy

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Oklahoma	Laurie Anne Morris Phone: (405) 522-4051  For questions or assistance: (405)522-1514, or 1-844-834-8314  Fax: (405) 522-8901	<a href="mailto:caniscps@okdhs.org">caniscps@okdhs.org</a>  <a href="mailto:OBICC@okdhs.org">OBICC@okdhs.org</a>  Central Case Registry email: <a href="mailto:OCSS.Contact.CR@okdhs.org">OCSS.Contact.CR@okdhs.org</a>	Oklahoma Child Support Centralized Registry PO Box 268809 Oklahoma City, OK 73126-8809	<a href="#">Website link with the form and instructions</a>	NO	NO	NO	NO	NO	NO	NO	NO	PORTAL – link to instructions	72 hours	OK does not have a public child abuse registry. OK State Statutes are very specific as to what Child Welfare Services information maintained by the OK Dept. of HS can be released.
Oregon	Phone: (503) 378-5470  Fax: (503) 378-6314	<a href="mailto:adam-walsh.oregon@dshs.state.or.us">adam-walsh.oregon@dshs.state.or.us</a>	Oregon DHS - Background Check Unit Attn: Adam Walsh Coordinator P.O. Box 14870 Salem, OR 97309-5066	<a href="#">Oregon Form</a>	NO	YES	NO	NO	\$35	YES, AGENCY LETTERHEAD	YES	YES	EMAIL, FAX, OR MAIL	1-2 days	<a href="#">Website</a>
Pennsylvania	Tracey Isom 800-932-0313 <a href="mailto:tlsom@state.pa.us">tlsom@state.pa.us</a> Phone: (717) 783-6211 Toll-Free: (877) 371-5422	<a href="mailto:RA-PWCHILDLINE@pa.gov">RA-PWCHILDLINE@pa.gov</a>	PA Department of Human Services Attn: ChildLine and Abuse Registry P.O. Box 8170 Harrisburg, PA 17105-8170	YES But they prefer you use the <a href="#">portal</a>  <a href="#">PA Form</a>	NO	NO	NO	YES	\$13	NO	YES	YES	FORM or PORTAL	30 days	<a href="#">Pennsylvania central registry website</a>  <a href="#">Consent Release Form</a>
Puerto Rico	Lisa M. Agosto Carrasquillo <a href="mailto:lmagosto@familia.pr.gov">lmagosto@familia.pr.gov</a> Phone: (787) 625-4900 x1720	Damaris Medina <a href="mailto:DMedina@familia.pr.gov">DMedina@familia.pr.gov</a>	Directora Centro Estatal PO Box 194090 San Juan, PR 00919 Phone: 787-625-4900	No contact Lisa Agosto Carrasquillo or Melissa Viana-Salas 787-625-4900, ext. 1728 or <a href="mailto:ejrivera@adfan.pr.gov">ejrivera@adfan.pr.gov</a>	NO	NO	NO	NO	NO	NO	NO	NO	EMAIL	30 days	<a href="#">Puerto Rico central registry website</a>
Rhode Island	Natasha House <a href="mailto:Natasha.House@dcyf.ri.gov">Natasha.House@dcyf.ri.gov</a> Phone: (800) 742-4453 (401) 528-3842	<a href="mailto:Janice.mitchell@dcyf.ri.gov">Janice.mitchell@dcyf.ri.gov</a>	Department of Children, Youth, and Families Attn: Record Center 2nd Floor 101 Friendship Street Providence, RI 02903	<a href="https://www.ri.gov/DCYF/clearance/request/clearance/new">https://www.ri.gov/DCYF/clearance/request/clearance/new</a>	NO	NO	NO	NO	\$10- State agencies do not pay a fee and can email	YES Requires a signed release from both the individual and the staff from the agency	NO	NO	EMAIL MAIL FAX	3-5 business days	<a href="#">Website</a>



STATE	CONTACT INFO	EMAIL	ADDRESS	OWN FORM?	NOTARY?	ORIGINAL SIGNATURE ?	PICT ID?	FEE?	FEE INFO	DCS FORM/ LETTERHEAD REQUIRED?	ACCEPTS 3 <sup>RD</sup> PARTY REQUESTS?	FOR EMPLOYMENT?	PREFERRED TRANSMITTAL	RESPONSE TIME	ADDITIONAL COMMENTS
	Fax: (401) 528-3480								requests to <a href="mailto:Natasha.House@dcyf.ri.gov">Natasha.House@dcyf.ri.gov</a>	requesting the clearance. There is no form. Send the release on agency letterhead.					
South Carolina	<a href="mailto:CentralRegistryInfo@dss.sc.gov">CentralRegistryInfo@dss.sc.gov</a> Phone: (803) 898-7318 Fax: (803) 898-7641	Contact: Portia T. Hawkins <a href="mailto:portia.hawkins@dss.sc.gov">portia.hawkins@dss.sc.gov</a> or Louise Cooper <a href="mailto:louise.cooper@dss.sc.gov">louise.cooper@dss.sc.gov</a>	South Carolina Dept. of Social Services Attn: Central Registry 1535 Confederate Ave. P.O. Box 1520 Columbia, SC 29202-1520	<a href="#">SC Form</a>	YES	NO	NO	YES	\$8	NO	YES	YES	MAIL		<a href="#">Website</a>
South Dakota	Sara Sheppick Phone: (605) 773-3227 Fax: (605) 773-683	Nicole LeBeau <a href="mailto:nicole.lebeau@state.sd.us">nicole.lebeau@state.sd.us</a>  <a href="mailto:DSSCRS@state.sd.us">DSSCRS@state.sd.us</a>	DSS - Division of Child Protection Attn: Sara Sheppick – Central Registry 700 Governors Drive Pierre, SD 57501-2291	<a href="#">SD FORM</a>	YES	YES	NO	NO	NO	YES	NO	NO	EMAIL	24-48 hours	<a href="#">South Dakota central registry FAQ</a>
Tennessee	Larry Phillips Phone: (615) 532-9856	<a href="mailto:EI_DCS_CPS_CentralRegistryCheck@tn.gov">EI DCS CPS CentralRegistryCheck@tn.gov</a>	Tennessee Dept. of Children’s Services Attn: UBS Tower, 7th Floor (Due Process Procedure) 315 Deaderick Street Nashville, TN 37243	<a href="#">TN FORM</a>  Find full instructions on the website	NO	NO	NO	NO	NO	YES	NO	NO	EMAIL	24 hours	<a href="#">Tennessee central registry website</a>
Texas	Centralized Background Check Unit 800-645-7549 <a href="mailto:TXAbuseNeglectBGC@dfps.state.tx.us">TXAbuseNeglectBGC@dfps.state.tx.us</a> Phone: (800) 645-7549 Fax: (512) 339-5829	Email: <a href="mailto:TXAbuseNeglectBGC@dfps.state.tx.us">TXAbuseNeglectBGC@dfps.state.tx.us</a>	CBCU TX Abuse Neglect BGC, M/C 121-7 PO Box 149030 Austin, TX 78714	<a href="#">TX FORM</a>	YES	YES	NO	NO	NO	NO	YES	YES	FAX or EMAIL	90-95 days	<a href="#">Texas central registry website</a>

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Utah	Nora Wilson 801-538-4466 <a href="mailto:norawilson@utah.gov">norawilson@utah.gov</a> Phone: (801) 538-4466 Fax: (801) 538-3993	Cherri Joy <a href="mailto:dcfscentralregistry@utah.gov">dcfscentralregistry@utah.gov</a>  <a href="mailto:dcfs_grama@utah.gov">dcfs_grama@utah.gov</a>	Division of Child & Family Services Attn: Child Abuse Background Screening 195 North 1950 West Salt Lake City, UT 81116	NO  Complete a request for records on your state's letterhead. State that the purpose is for a current investigation. Include the children's and parent's names and dates of birth. Email the information to <a href="mailto:dcfs_grama@utah.gov">dcfs_grama@utah.gov</a> along with a copy of your work badge or a business card.	NO	YES	YES	NO	NO	NO	YES	YES	EMAIL	15 days	<a href="#">Utah central registry website</a>
Vermont	Phone:(802) 241-6474  Fax:(802) 241-3301	JoAnn Berno <a href="mailto:JoAnn.Berno@vermont.gov">JoAnn.Berno@vermont.gov</a>	Vermont Department for Children & Families Residential Licensing & Special Investigations 280 State Drive HC1 N., Bldg. B Waterbury, VT, 05671-1030	<a href="#">Vermont Form</a>	YES	YES	NO	NO	NO	NO	YES	YES	MAIL ONLY	25 DAYS	<a href="#">Website</a>
Virgin Islands	Phone: (340) 473-5794 Fax: (340) 774-0082	Carla Benjamin <a href="mailto:carla.benjamin@gmail.com">carla.benjamin@gmail.com</a>  <a href="mailto:vicanregistrycheck@dhs.vi.gov">vicanregistrycheck@dhs.vi.gov</a>	Department of Human Services Children & Family Services 1303 Hospital Ground Knud Hansen Complex Building A St. Thomas, VI 00802	NO Email a request on letterhead to: <a href="mailto:Natalie.lewis@dhs.vi.gov">Natalie.lewis@dhs.vi.gov</a>	NO	NO	NO	NO	NO	YES  Request on Agency Letterhead (including name, any maiden name or alias, date of birth, and Virgin Island address.	NO	NO	EMAIL		

STATE	CONTACT INFO	EMAIL	ADDRESS	OWN FORM?	NOTARY?	ORIGINAL SIGNATURE ?	PICT ID?	FEE?	FEE INFO	DCS FORM/ LETTERHEAD REQUIRED?	ACCEPTS 3 <sup>RD</sup> PARTY REQUESTS?	FOR EMPLOYMENT?	PREFERRED TRANSMITTAL	RESPONSE TIME	ADDITIONAL COMMENTS
Virginia	Phone: (804) 726-7099 Fax: (804) 726-7897 Kristen Eckstein	<a href="mailto:crs_operations@dss.virginia.gov">crs_operations@dss.virginia.gov</a>	Virginia Dept. of Social Services Office of Background Investigations Attn: Central Registry Search Unit 801 East Main Street, 6th Floor Richmond, VA 23219-2901	<a href="#">VI Portal</a>	YES	YES	NO	YES	\$10	NO	YES	YES	PORTAL	10 days	<a href="#">Virginia central registry website</a>
Washington	Phone: 206-341-7938 Fax: (206) 341-7930	Lucy McCornell <a href="mailto:CANhistorychecks@dcyf.wa.gov">CANhistorychecks@dcyf.wa.gov</a>	D.C.Y.F. (Department of Children, Youth, and Families) Attn: FISCAL P.O. Box 40970 Olympia, WA 98504-0970	<a href="#">WA Portal</a> <a href="#">WA FORM</a>	NO	YES	NO	YES	\$20	NO	YES	YES	PORTAL OR EMAIL, FAX, AND MAIL	1-10 days	<a href="#">Website</a>
West Virginia	Phone: (304) 558-4408 Fax: (304) 558-5354	Christina Bertelli Coleman <a href="mailto:Chrsitina.M.BertelliColeman@wv.gov">Chrsitina.M.BertelliColeman@wv.gov</a>	Bureau of Children and Families 350 Capitol Street, RM 691 Charleston, WV 25301	<a href="#">WVA FORM</a>	NO	YES	NO	NO	NO	NO	YES	YES	MAIL		
Wisconsin	Fax: (608) 226-5521	<a href="mailto:CWBckgrdRequests@wisconsin.gov">CWBckgrdRequests@wisconsin.gov</a>	Department of Children and Families Attn: Division of Safety and Permanence 201 E. Washington Street Madison, WI 53703	<a href="#">WI FORMS</a>	NO	YES	NO	NO	NO	NO	YES	YES	EMAIL OR FAX	10 DAYS	<a href="#">Website</a>
Wyoming	Stephanie Knowles (307) 777-5894 <a href="mailto:stephanie.knowles@wyo.gov">stephanie.knowles@wyo.gov</a>	<a href="mailto:DFS-CRSTATES@WYO.GOV">DFS-CRSTATES@WYO.GOV</a> Heidi Teasley (307) 777-8538 <a href="mailto:heidi.teasley@wyo.gov">heidi.teasley@wyo.gov</a>	Department of Family Services Attn: Central Registry 2300 Capitol Ave. 3RD Floor Cheyenne, WY 82002	<a href="#">WY FORMS</a>	NO	YES	NO	NO	NO	NO	YES	YES	MAIL ONLY	7-10 BUSINESS DAYS	<a href="#">Website</a>