



Policy Advisory

Policy Title:	Suitability Transfer of Background Record Checks
Policy Number:	BRC-2025-02
Release Date:	October 15, 2025
Effective Date:	October 15, 2025
Applicability:	All EEC Background Record Check (BRC) candidates
Policy Link:	https://www.mass.gov/doc/transfer-of-suitability-and-frequency-of-background-record-checks/download

OVERVIEW

This policy outlines the circumstances in which EEC can transfer a candidate's final suitability determination when they are moving from their current role/organization to a new role/organization. It is accompanied by enhancements made to the Navigator system.

APPLICABILITY

This policy applies to all EEC Background Record Check (BRC) candidates.

KEY UPDATES

- Outlined additional circumstances in which EEC can transfer a candidate's final suitability determination when they are moving from their current role/organization to a new role/organization. Broke these out by program type (FCC, GSA, Residential, Placement).
- Included additional definitions to improve clarity of policy
- Added Suitability Determination Tables that are broken out by program type
- Added Frequently Asked Questions (FAQs) to the policy
- Updated language and the organization of the policy to make it more user-friendly and readable

RESOURCES

- [Suitability Determination Survey](#)
- [Suitability Determination Tables](#) for FCC, GSA, Residential, and Placement programs
- [Frequently Asked Questions \(FAQs\)](#)

OBSOLETE

This replaces the policy, “Transfer of Suitability of Background Record Checks for all Program Types,” which was released in September 2019.