

**On or before September 30, 2018**

<b>Program Type</b>	<b>Required Checks</b>	<b>Data Entry</b>	<b>Review Process</b>	<b>Disqualifications</b>
<b><u>Family Child Care (FCC)</u></b> <ul style="list-style-type: none"> <li>• FCC providers</li> <li>• Household members 15 and up</li> <li>• Regularly on the premises 15 and up</li> <li>• FCC assistants</li> <li>• Transportation personnel</li> <li>• Non-staff with unsupervised access</li> </ul>	<ul style="list-style-type: none"> <li>• Fingerprint (first check)</li> <li>• NSOR</li> <li>• SORI</li> <li>• DCF</li> <li>• CORI</li> </ul>	<ul style="list-style-type: none"> <li>• Request initiated by FCC provider</li> <li>• Identity of all FCC candidates verified by notarizing consent form</li> </ul>	<ul style="list-style-type: none"> <li>• Review info and documents uploaded in system</li> </ul>	<ul style="list-style-type: none"> <li>• Mandatory</li> <li>• Presumptive</li> <li>• Discretionary</li> </ul>
<b><u>Group and School Age</u></b> <ul style="list-style-type: none"> <li>• Program licensees</li> <li>• Program administrators (formerly called BRC reviewer)</li> <li>• All employees, volunteers and interns</li> <li>• Transportation personnel</li> <li>• Non-staff with unsupervised access</li> </ul>	<ul style="list-style-type: none"> <li>• Fingerprint (first check)</li> <li>• NSOR</li> <li>• SORI</li> <li>• DCF</li> <li>• CORI</li> </ul>	<ul style="list-style-type: none"> <li>• BRC initiated and entered into system by program</li> <li>• Program obtains consent and verifies identity</li> <li>• Program updates hiring status in system</li> </ul>	<ul style="list-style-type: none"> <li>• All BRC reviews done by EEC (no sharing of CORI and DCF with program)</li> <li>• BRC info goes directly to candidate</li> <li>• Review info and documents uploaded in system</li> </ul>	<ul style="list-style-type: none"> <li>• Mandatory</li> <li>• Presumptive</li> <li>• Discretionary</li> </ul>
<b><u>CCDBG Funded Programs/Caregivers</u></b> <ul style="list-style-type: none"> <li>• Program owners</li> <li>• Program administrators</li> <li>• All employees, volunteers and interns</li> <li>• Transportation personnel</li> <li>• Non-staff with unsupervised access</li> </ul>	<ul style="list-style-type: none"> <li>• Fingerprint (first check)</li> <li>• NSOR</li> <li>• SORI</li> <li>• DCF</li> <li>• CORI</li> </ul>	<ul style="list-style-type: none"> <li>• BRC initiated and entered into system by program</li> <li>• Program obtains consent and verifies identity</li> <li>• Program updates hiring status in system</li> </ul>	<ul style="list-style-type: none"> <li>• All BRC reviews done by EEC</li> <li>• BRC info goes directly to candidate</li> <li>• Review info and documents uploaded in system</li> </ul>	<ul style="list-style-type: none"> <li>• Mandatory</li> <li>• Presumptive</li> <li>• Discretionary</li> </ul>
<b><u>Residential Programs</u></b> <ul style="list-style-type: none"> <li>• Program licensees</li> <li>• Program administrators (formerly called BRC reviewer)</li> <li>• All employees, volunteers and interns</li> <li>• Transportation personnel</li> <li>• Non-staff with unsupervised access</li> </ul>	<ul style="list-style-type: none"> <li>• Fingerprint (first check)</li> <li>• SORI</li> <li>• DCF</li> <li>• CORI</li> </ul>	<ul style="list-style-type: none"> <li>• BRC initiated and entered into system by program</li> <li>• Program obtains consent and verifies identity</li> <li>• Program updates hiring status in system</li> </ul>	<ul style="list-style-type: none"> <li>• All BRC reviews done by EEC (no sharing of CORI and DCF with program)</li> <li>• BRC info goes directly to candidate</li> <li>• Review info and documents uploaded in system</li> </ul>	<ul style="list-style-type: none"> <li>• Presumptive</li> <li>• Discretionary</li> </ul>
<b><u>Foster and Adoption Staff</u></b> <ul style="list-style-type: none"> <li>• Program licensees</li> <li>• Program administrators (formerly called BRC reviewer)</li> <li>• All employees, volunteers and interns</li> <li>• Transportation personnel</li> <li>• Non-staff with unsupervised access</li> </ul>	<ul style="list-style-type: none"> <li>• Fingerprint (first check)</li> <li>• SORI</li> <li>• DCF</li> <li>• CORI</li> </ul>	<ul style="list-style-type: none"> <li>• BRC initiated and entered into system by program</li> <li>• Program obtains consent and verifies identity</li> <li>• Program updates hiring status in system</li> </ul>	<ul style="list-style-type: none"> <li>• All BRC reviews done by EEC (no sharing of CORI and DCF with program)</li> <li>• BRC info goes directly to candidate</li> <li>• Review info and documents uploaded in system</li> </ul>	<ul style="list-style-type: none"> <li>• Presumptive</li> <li>• Discretionary</li> </ul>
<b><u>Foster and Adoption Parents</u></b> <ul style="list-style-type: none"> <li>• Adoption and foster parents</li> <li>• Household members aged 15 and up in adoptive and foster homes</li> </ul>	<ul style="list-style-type: none"> <li>• Fingerprint (first check)</li> <li>• SORI</li> <li>• CORI</li> </ul>	<ul style="list-style-type: none"> <li>• BRC initiated and identity verified by placement agency</li> </ul>	<ul style="list-style-type: none"> <li>• Agencies receive fingerprint and CORI through EEC</li> <li>• EEC completes SORI checks</li> </ul>	<ul style="list-style-type: none"> <li>• Must apply federal and state requirements</li> </ul>

**Legend:**

- Fingerprint-based state and national criminal history (Fingerprint)
- National Sex Offender Registry (NSOR)
- MA Sex Offender Information (SORI)
- Supported Findings of Abuse or Neglect from the Department of Children and Families Registry of Alleged Perpetrators (DCF)
- MA Criminal Offender Record Information (CORI)