



National Service Criminal History Checks (NSCHC)





Agenda

- Why do they Matter?
- Who needs them?
- Your Responsibility
- Ineligibility
- Checks
- Accompaniment
- Resources
- Group Activity





Why Do NSCHC Matter?





SAFETY

SAFETY





Why does NCHC Matter?

- Responsibility to protect our vulnerable population.
- It required by law
- Cost disallowance and other consequences for noncompliance will occur.





Who need NCHC?

- Covered Positions-Anyone receiving:
 - Salary
 - Stipend
 - Education Award
- Costs may be from match, CNCS, or both
- Fixed Amount: Any individual performing activities described in the application.





Your Responsibility



Do the right Checks



Do Them on TIME! Every Time!



Document your Actions!





Your Responsibility: Consent and Identity

1. DO



Step 1

Do Verify Identity



Step 2

Do Obtain Consent



Step 3

Do Clarify Understanding of Contingency of position

2. Date



Step 1

COMPLETE NSOPW BEFORE start of hours.



Step 2

INITIATE State and/or FBI checks NO LATER THAN THE FIRST DAY.

3. Document



Step 1

DOCUMENT copy of government issued ID or key information



Step 2

DOCUMENT written consent.



Step 3

DOCUMENT understanding of contingency of position.

Ineligibility: Who Can't Serve or Work



- Anyone who refuses to undergo the check is ineligible
- Anyone who makes a false statement in connection with a program's inquiry concerning their individual's criminal history is ineligible.
- Anyone listed, or required to be listed, on a sex offender registry is ineligible.
- Anyone convicted of murder as defined and described in 18 U.S.C. § 1111 is ineligible.





What Checks are Required?



1.

National
Sex
Offender
Public
Website

2.

State
Checks

3.

FBI
Checks



National Sex Offender Public Website (NSOPW)



- Nationwide search from the U.S. D.O.J.
- Name-based check of public information.
- Must clear all “hits” on a name.
- Must obtain all states.

A screenshot of the National Sex Offender Public Website (NSOPW) interface. The browser tabs show 'United States Department of Justice' and '3 Ways to Take a Screenshot'. The website header includes 'THE U.S. DEPARTMENT OF JUSTICE NSOPW' and 'SMART Office of Sex Offender Sentencing, Monitoring, Apprehending, Registering, and Tracking'. Navigation links include HOME, ABOUT, SEARCH, EDUCATION & PREVENTION, REGISTRY SITES, and FAQ. The main content area features a large image of a residential building with the text 'WELCOME TO THE Dru Sjodin National Sex Offender Public Website'. To the right is a 'National Sex Offender Quick Search' form with input fields for 'FIRST:' and 'LAST:', a 'SEARCH' button, and a link for 'search by location'. Below the search form is a note: '* Registries for all 50 states, the District of Columbia, U.S. territories, and Indian Country.' Further down, there are sections for 'NSOPW FAQs' with a dropdown menu, 'Public Registry Sites' with a dropdown menu and a map of the United States, and three educational cards: 'Education & Prevention: Talk to Your Child About Secrets', 'Protect Your Child', and 'The Dru Sjodin Story'.





State Checks

- Checks from official CNCS-designated sources (and **only** designated sources).
- **BOTH** State of Service and
- State of Residence required.
- List of designated sources at:
<http://www.nationalservice.gov/resources/criminal-history-check>





FBI Checks

- Fingerprint-based, nationwide check.
- **MUST** go through State repository.
- If you have an ASP, there are alternative methods available. (“Departmental Orders”)





Vendors

- Vendors may address all or some of the components of the National Service Criminal History Check.
- It is the **SUB-GRANTEE'S** responsibility to ensure Vendors meet CNCS requirements

Tip: See “Vendor Guidance” document from CNCS for more information.





ACCOMPANIMENT





ACCOMPANIMENT

- Accompaniment **MUST** be performed when individuals are in contact with **vulnerable populations** while State and FBI checks are pending.
- An individual is accompanied when he or she is in the **physical presence** of a person cleared for access to a vulnerable population.
- Accompaniment can cease when either a State or FBI check is cleared.





Types of Coverage

- **No Access or Episodic Access:** Access that is not a regular, scheduled, and anticipated component of an individual's position.
- **Recurring Access:** The ability on more than one occasion to approach, observe, or communicate with an individual, through physical proximity or other means, including but not limited to, electronic or telephonic communication.





Lessons Learned

- 2015-16 Grant year Review
 - There was 6 citings related to NSCHC that resulted in Disallowance cost to programs
- 2016-17 Grant year Review
 - There was 3 citings related to NSCHC that resulted in Disallowance cost to programs.
 - Late NSOPW Check
 - Limiting the NSOPW Check to State of Missouri instead of Performing a Nationwide Search.
 - No Documentation that NSCHC was initiated before members began service.





Resources

- Best resources to guide you successfully through NCHC:
 - Website- CNCS(knowledge network)
 - Handbook
 - Program Officer

Tip if a mistake does occur self disclose to your Program Officer. Leniency is allowed for Disallowed cost when program self identifies.





Q&A

