

Nancy K. Keeling

Authorized Signature

Number: CW_IM_07_18

Issue Date: 11/26/07

Topic: Protective Services

Subject: Requests from other states for Child Abuse and Neglect background checks

Applies to (check all that apply):

- | | |
|---|---|
| <input type="checkbox"/> All DHS employees | <input type="checkbox"/> County Mental Health Directors |
| <input type="checkbox"/> Area Agencies on Aging | <input type="checkbox"/> Health Services |
| <input checked="" type="checkbox"/> Children, Adults and Families | <input type="checkbox"/> Seniors and People with Disabilities |
| <input type="checkbox"/> County DD Program Managers | <input type="checkbox"/> Other (please specify): |

Message:

The Federal Adam Walsh Child Protection and Safety Act took effect on July 1st, 2006. As you are probably already aware, the new law requires states to check for the existence of child abuse and neglect history for any individual who applies to be a foster or adoptive parent and for any other adult who lives in the home of the applicant. In addition to checking for abuse/neglect history in the state where the applicant resides, the law also requires a check for the existence of any abuse/neglect history in any other state in which an individual has lived within the last five years. As a result of this law, DHS/CAF has been receiving an increasing number of requests from other states to provide child abuse/neglect background information for prospective foster/adoptive parents and others in their homes. The Adam Walsh Act requires states to respond to such requests.

The DHS Criminal Records Unit (CRU) has acquired additional personnel to respond to these types of requests. Beginning now, any request from another state for a child abuse/neglect background check of this kind should be forwarded directly to the CRU. **All requests should be faxed Attention CRU, at fax number 503-378-6314 with "Adam Walsh Request" written clearly on the fax cover sheet. Please also indicate whether the request relates to approval of a foster home or to approval of an adoptive home.** CRU personnel will check FACIS for the existence of any child abuse/neglect history. There may be occasions, with regard to older cases in particular, that the CRU will need to request copies of paper records from the branch in order to complete the check. The vast majority of checks will be completed using FACIS only. The CRU will only inform other states of the existence of abuse/neglect

history if a check identifies an individual as a perpetrator of founded abuse or neglect. When this occurs the information provided to the requesting state will be limited to the dates and locations of founded dispositions and the nature of the disposition, i.e. physical abuse, sexual abuse, neglect, etc.. Any requests for additional information by the requesting party will be directed to the branch office that originally handled the individual's case.

Please keep in mind that the instructions contained in this memorandum only apply to requests for child abuse/neglect checks for the purpose of approving foster or adoptive families located out of state. Branch offices may receive requests for child abuse/neglect information for purposes unrelated to the Adam Walsh Act, such as a request for a background check on a former Oregon resident who is being investigated for child abuse in another state. These kinds of requests will still be handled by the branch and not the CRU.

If you have any questions about this information, contact:

Contact(s):	Harry Gilmore		
Phone:	503 945 6685	Fax:	503 947 5072
E-mail:	harry.gilmore@state.or.us		