

## Background Screening Requirements for Child-Caring Agency Employees

Required criminal history and other records checks for child-caring agency employees are outlined in s. 39.0138, Florida Statutes, s. 409.175, F.S., s. 435.04, F.S and 65C-46.011 Florida Administrative Code.

**Effective 2018**, all background screening requirements that are valid for 12 months were due for a re-screen 60-90 days prior to re-licensure. **As of November 1, 2021**, providers will screen their staff prior to the expiration of the most recent 12-month screening date. Providers must ensure that 5-year screens are completed prior to the expiration date.

Required Background Screening	Frequency of Screening	Effective Date	Applies To
FDLE/FBI Criminal Records <i>(Check through fingerprinting)</i>	Results valid for 5 years	July 1, 1987	Direct and non-direct care
Abuse and Neglect History Records Check	Results valid for 12 months	July 1, 2017	Direct and non-direct care
Local Criminal Record Checks	Results valid for 12 months	July 1, 1987	Direct and non-direct care
	Results valid for 5 years	May 26, 2021	Non-direct care
	Results valid for 5 years	October 24, 2021	Direct care
911 Call Out History	Results valid for 12 months	October 20, 2016	Direct and non-direct care
	Obtain every 5 years	May 26, 2021	Non-direct care
	NOT REQUIRED	October 24, 2021	Direct and non-direct care
	Results valid for 12 months <i>(Required at initial licensure and at re-licensure)</i>	October 24, 2021	Licensed Child-Caring Agency
Florida Sex Offender & Predator Registry Search	Results valid for 12 months	March 6, 2018	Direct and non-direct care
Civil Records Check	Results valid for 12 months	July 1, 2013	Direct and non-direct care
Out of State Child Abuse and Neglect Records Check <i>(if applicable)</i>	Required if applicant resided out of state within 5 years upon initial hire	July 1, 2013	Direct and non-direct care
Out of State Civil Records Check <i>(if applicable)</i>	Required if applicant resided out of state within 5 years upon initial hire	October 20, 2016	Direct and non-direct care
	NOT REQUIRED	April 18, 2019	Direct and non-direct care
DJJ Juvenile Records Check	Results valid for 12 months	July 1, 2017	Household Members Ages 12-17 Years Old
Abuse and Neglect Records Check through Florida Safe Families Network (FSFN)	Results valid for 12 months	October 20, 2016	Household Members Ages 12-17 Years Old

Questions or Concerns? Please contact your DCF Regional Licensing Specialist for assistance.