

Kansas Child Care Licensing Program
Background Check Requirements
October 2017



General Questions Regarding Background Checks

Who is required to have background check?

Kansas law requires a background check for each individual residing, working or regularly volunteering in a licensed child care facility.

Background check requirements are protections intended to reduce the risk of abuse or neglect for children in regulated out-of-home child care settings. Parents need to be confident that individuals caring for their children do not have prior records of behavior that could endanger children.

What kinds of background checks are conducted?

Depending on the age of the individual and their role in the facility one of the following types of checks are conducted:

- ✓ *A comprehensive fingerprint-based check consisting of:*
 1. *A Federal Bureau of Investigation(FBI) fingerprint check;*
 2. *A search of the National Crime Information Center's National Sex Offender Registry; and*
 3. *A search of the following registries, repositories or databases in the state where the individual resides and each state where the individual has resided in the previous 5 years:*
 - a. *State criminal registry or repository;*
 - b. *State sex offender registry or repository; and*
 - c. *State-based child abuse and neglect registry and database.*

- ✓ *A name-based check consisting of:*
 1. *An adult and juvenile criminal records search of the Kansas Bureau of Investigation (KBI) database;*
 2. *A search of the Kansas Criminal Offender Registry; and*
 3. *A search of the Department for Children and Families Child Abuse and Neglect Registry.*

When will Kansas require comprehensive fingerprint-based background checks?

Kansas has until September 2018 to comply with the new federal requirements. The Child Care Licensing (CCL) Program has partnered with the Kansas Department of Aging and Disability Services (KDADS) on KanCheck, an integrated system for requesting checks and processing results. It is anticipated that KanCheck for Child Care will launch in the late winter/spring of 2018. CCL will send more detailed information to licensees prior to the launch date.

Will there be a charge for comprehensive fingerprint-based checks?

Yes, there will be a charge for processing fingerprint-based checks. This cost is estimated to be between \$48 -\$60 per individual which will cover the various database searches (FBI, KBI etc.) and processing of the results. Depending on vendor, there may be an additional fee to take the fingerprints.

How often will comprehensive fingerprint-based checks be required?

Fingerprint-based checks must be completed every five years.

Where will I go to get my fingerprints taken?

KDHE is working with the KBI to identify vendors across the state capable of collecting fingerprints.

How long will it take to get background check results?

Generally, results will be return within 7-10 business days. However, it may take longer if information is incomplete or if checks of registries and databases maintained by another state are required.