Online Background Example. #14-C.

Request (fields with * are required)

You must be fingerprinted prior to completing this form. If you have not been fingerprinted a fingerprint based national criminal history search cannot be requested.

Select a request category, then a request type and a reason from the drop list to load the form fields specific to your request. If you have any questions you may call the Office of Background Investigations at 1-800-347-2276 or you may send an email. If you're filling out a child care form email your questions to OCCSbackground@okdhs.org. If you're filling out a child welfare or employment form send an email to OBICW@okdhs.org.

TCN #:

*Request Category: Child Welfare Name Based

*Request Type: Volunteer

*Reason: Volunteer

A Applicant Name Information

*Last name | *First name | *Middle Name ☐ N/A (check this box if this section does not apply to the applicant)

*Aliases including maiden name ☐ N/A (check this box if this section does not apply to the applicant)

Last name | First name | Middle Name (Add)+

Nicknames

B Applicant Demographic Information

*Date of birth | *Sex: --Select value-- | *Height (inches) | *Weight

*Place of birth | *Social security Number(SSN) | *Verify SSN

*Hair color | *Eye color | Driver's license(DL)# | DL state issued: Please Select

C Applicant Address Information

Mailing

*City | *State: Please Select | County | *Zip

Phone | Fax | Email

☐ Check here if the person making the request is the same person as the applicant. ★ My Information/so they will send me the Results

D Person Making Request

*Last Name: Mann | *First Name: Aleece | Middle | Date of Request: 2/20/2018

*Mailing: 631 E. Robinson St.

*City: Norman | *State: Oklahoma | County: Cleveland | *Zip: 73071-6166

Phone: (405)623-8193 | Fax: (405)573-8460 | Email: aleece.mann@okdhs.or

*List all states the applicant has lived in the past five (5) years other than Oklahoma. ☐ N/A (check this box if this section does not apply to the applicant)

Start Date | End Date | State: Please Select (Add)+

*List all countries the applicant has lived in past 3 years other than the USA. ☐ N/A (check this box if this section does not apply to the applicant)

Start Date | End Date | Country (Add)+

E ☐ *I am requesting a criminal background check for the purpose of applying as a volunteer

☐ *I understand that the DHS will evaluate the results of the state and national fingerprint based background check as part of a comprehensive review for eligibility as a volunteer.

F ☐ *I understand that the DHS will evaluate child abuse and neglect history for Oklahoma and all other states as available as part of a comprehensive review for eligibility as a volunteer.

G ☐ *I certify that this form is true and correct and that I am affixing my initials as my electronic signature

Stop! This form must be completed by the person who is the subject of the background check. If you are assisting an individual in making this request you must have the person complete and sign a paper copy of the form. In order to do this submit the form and use the print button on the confirmation page to open a print view that shows the signature line for the applicant. Please Note: this form and the information contained within, including but not limited to obtaining accurate information and signatures, are the responsibility of the person submitting this request. Paper copies must be kept on file at the licensed child care facility and are subject to audit by the Office of Background Investigations (OBI), Oklahoma State Bureau of Investigation (OSBI) and the Federal Bureau of Investigations (FBI)

H ☐ If this form is being completed by a DHS representative on behalf of the individual, the DHS representative certifies that a paper copy of this form has been completed and signed by the individual and is on file in the local DHS office.

DHS Representative name	Title	*User identification number
Aleece Mann	~~CWSIV~~ PFR	U76278

☐ *I certify that this form is true and correct and that I am affixing my initials as my electronic signature

Save