**Background Check Policy**

All employees and interns who engage in permanent or temporary capacity in Group and School Age Child Care (GSA) must complete an EEC Background Record Check (BRC), regardless of whether such individuals have unsupervised access to the children served. Additionally, EEC requires a BRC for those who volunteer in an unsupervised capacity within EEC licensed, approved or funded programs. Some key components of the EEC BRC regulations applicable to GSA Programs include:

• The EEC BRC requirements are for CORI, DCF, SORI, and fingerprint-based checks, as well as NSOR and all out-of-state checks mandated by CCDBG when implemented.

• GSA candidates are subject to mandatory disqualifications.

• EEC must review all BRC information and cannot delegate the review to the programs.

• Licensees must have an overall decision of “suitable” before a license can be issued or renewed.

• Employees, interns, BRC Program Administrators, and volunteers (when applicable) may be utilized in a supervised provisional status but it requires fingerprinting and constant supervision.

• Conditional employment does not apply.

• All third parties (non-staff) within group and school age child care programs with unsupervised access to children must be run, even if they are only present on a temporary basis.