

Information on the new Background check forms

In a special envelope in your registration packet, you will find information about background check forms for your chaperones. This is a requirement from the Baptist State Convention for all events.

All churches, group homes, and other institutions are required to have a background check done on all chaperones that come to Happiness Retreat. You can use any company you like to do these checks. The only requirement we have is that you bring the form in the envelope to registration. That form must have the names of all chaperones who are attending Happiness Retreat.

If your church, group home, or institution has already done a background check just fill out the form listing their names. You will see the form in the envelope and you can follow the directions in the letter from John Butler, Executive Leader for Business Services of the BSCNC.

A family unit attending Happiness Retreat but not coming to Happiness Retreat as a part of a larger church, group home, or institution does not need to do a background check as long as only family members are being chaperoned by the responsible adult(s).

If you have questions please call Judy Autry, Camp Director at 919-770-5484

To: Churches and other groups providing Volunteers for Events for Children, Youth or Developmentally Challenged Adults

From: Baptist State Convention of North Carolina (BSCNC)

Date: February 2011

Background checks on all adults who will be chaperoning, participating in group activities or accompanying children, youth or developmentally challenged adults from your church to BSCNC events are a necessary part of protecting these people and protecting your church or group. The Baptist State Convention feels that you, as a church or group, need to know that you are doing everything you can to protect the children, youth, and developmentally challenged adults of your church or group and also the assets of your church or group. It is our hope that you have already put in place a policy that requires background checks for anyone working with children from cradle roll up to those who have reached age 18 and developmentally challenged adults.

Baptist State Convention must have a form from your church or group on adults who are attending or working at such events. We have formatted a sheet on which you can list people who have had background checks and are cleared to work or chaperone. It will be the responsibility of your church or group to get the background checks completed on all adults going with your group at least one week prior to departure. Any adult from your church or group working or chaperoning children, youth or developmentally challenged adults whose names are missing from this sheet will not be allowed to stay on the premises where the event is held or to work with the event in any capacity. This must be done for the protection of all attendees, your church or group and BSCNC!!

Your church or group can choose any background company that you like. BSCNC realizes that if you have not done background checks in the past, you may need to get in touch with a reputable company. Here at BSCNC, we have used First Point Resources, out of Greensboro, NC.

Scott Hall, the manager of First Point Resources, is a Baptist and he, himself, attended NCBA as a youth. Scott has told BSCNC that he will give churches a special rate **of \$10 per person** for a criminal background check and a sexual misconduct check. That is a real bargain! For those who routinely drive to such events, you may want to include a driving record also – that would be an additional expense. If you want to use First Point, you have to call Scott Hall directly at 800-288-7408 Ext 3037 or you can send him an email at shall@firstpointresources.com to set up an account for your church. Please identify yourself as a church that got the letter from BSCNC regarding adults helping at events for children, youth or developmentally challenged adults.

For your convenience, I am attaching a First Point form (use this form only for First Point Resources) which every candidate would have to complete VERY LEGIBLY. If it is not highly readable when faxed to First Point, your staff will be called to clarify information, or you will have to ask the adult to resubmit the form to you. You will need to maintain a file with copies of all forms and a copy of the report on each person cleared in the background check. This will be valuable information in a court of law should your church or group ever be sued for the actions of any adult working with youth.

Thank you for your cooperation. Again, I remind you that you can choose any company you wish to do the background checks; but the names of all adults attending these events must appear on the form to be presented to Registration when your group arrives at the site of the event.

Sincerely,

John M. Butler

Executive Leader of Business Services

Form for church to keep in its files with First Point or other company form:

I, _____, have volunteered to work with youth (youth being anyone from birth to age 18) and developmentally challenged adults at my church or at any functions in which my church participates with youth and developmentally challenged adults. I realize that to safeguard these people and the church a background check must be performed by a professional company and a file kept at the church for future reference. I want to fully comply with this request by my church.

I am given the following opportunity to tell and or explain to my church prior to the background check of any problems that may be found. I realize that if I fail to disclose any that might be found, I will not be allowed to work with youth at my church. (Note: Things that one has been told are expunged from public records usually have not been!)

_____ I do not know of any problems that may be found.

_____ I voluntarily choose to disclose the following:

Signed: _____

Date: _____



NAME (First, Middle, Last) _____ Gender Male / Female

MAIDEN NAME (If applicable) _____

CURRENT ADDRESS: _____ HOW LONG? _____

CITY, STATE, ZIP: _____

1ST PREVIOUS ADDRESS _____ HOW LONG? _____

CITY, STATE, ZIP: _____

APPLICANT SOCIAL SECURITY NUMBER: _____ - _____ - _____ DATE OF BIRTH ____/____/____

DRIVER'S LICENSE # AND STATE ISSUED: _____

VOLUNTEER APPLICANT AUTHORIZATION

I hereby authorize FirstPoint, Inc. ("FirstPoint") to prepare an INSIGHT report that will include verification of my driving records. I further authorize FirstPoint to perform a criminal records search.

Further, I authorize other organizations to provide such information to FirstPoint.

New York employers and residents only:

By signing this consent form I acknowledge receipt of a copy of Article 23-A of New York Corrections Law.

CONSUMER DISCLOSURE

I understand that a consumer report (Insight) may be obtained from the FirstPoint, Inc for background screening purposes.

APPLICANT'S SIGNATURE

_____/_____/_____
DATE

PARENT/GUARDIAN SIGNATURE (IF APPLICANT IS UNDER 18 YEARS OLD)

_____/_____/_____
DATE

California, Minnesota & Oklahoma residents only:

I want to receive a free copy of any Consumer Report, Investigative Consumer Report or Credit Report on me that is requested.

Yes No

For GA Criminal Searches Only (Must Check One): Employment w/ Mentally Disabled (Purpose Code M)

Employment w/ Elder Care (Purpose Code N) Employment w/ Children (Purpose Code W) None Apply

Company Name: _____

Requester: _____

Volunteer Screener Plus

Criminal Records (Search Where): _____