<table>
<thead>
<tr>
<th>State</th>
<th>To Obtain a Central Registry (CRC)/Child Abuse Registry (CAR) Check</th>
<th>Notes</th>
</tr>
</thead>
</table>
| Alabama | State Department of Human Resources  
Office of Child Protective Service  
CAN Central Registry  
50 Ripley Street  
Montgomery, AL 36130 -4000  
Phone: (334) 353-1045 Fax: (334) 242-0939 Contact: Sue Ash, Supervisor E-mail: sue.ash@dhr/alabama.gov | CRC Form: DHR-FCS-1598  
Central registry forms and instructions are available by calling (334) 242-9500. Forms must be signed and signature must be witnessed. Electronic transmission not available. Must mail forms to address listed. To obtain form for the Central Registry, please visit website: WWW.DHR.Alabama.gov For any concerns or questions about obtaining central registry information, please email: fsd@dhr/alabama.gov |
| Alaska  | State of Alaska  
Office of Children's Services  
APSN Unit (Adam Walsh checks)  
323 East 4th Ave.  
Anchorage, AK 99501  
Phone: 907.269.4026  
Fax: (907) 269-4098 Contact: Ken Saucier E-Mail: Kenneth.Saucier@Alaska.gov | CRC Form: “Clearance Form”  
Include Photo ID  
http://dhss/alaska.gov/ocs/Pages/childprotection/default.aspx  
To receive form for Alaska Central Registry Information, please visit website: http://dhss/alaska.gov/ocs/Pages/childprotection/default.aspx For any concerns and questions about obtaining central registry information, please email: Hss.ocsanccpchecks@alaska.gov |
| Arizona | Arizona Department of Economic Security  
Child Protective Services Central Registry, 050C-3  
P. O. Box 44240  
Phoenix, AZ 850-4240  
Contact: Sandy Schultz  
Phone: (602) 364-2732 Fax: (602) 530-1833  
Department of Economic Security | CRC Form: AN-048  
To receive form for Arizona Central Registry Information, please visit website: www.azdes.gov - Locate Protect Our Children/Child Protective Services - Locate Menu Option: Select Request for CPS Information - Click on CPS Information ( Form # PS-072-2 (3-06) |
| Arkansas | Arkansas Child Maltreatment Central Registry  
PO Box 1437, Slot S 566  
Little Rock, AR 72203  
http://humanservices.arkansas.gov/dcf DCFSformsLibrary/CFS-316.pdf | CRC Form: Send a request on letterhead along with the completed “Request for Child Maltreatment Central Registry Check” form and proof of 501(c)(3) to avoid the $10 fee. |
| California | Department of Justice  
Applicant Program | CRC Form: Request on CASA letterhead. $15 check |
<table>
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<tr>
<th>State</th>
<th>Contact Information</th>
<th>CRC Form</th>
<th>Additional Information</th>
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<tbody>
<tr>
<td>Colorado</td>
<td>Office of Enterprise Partnerships Boards and Commissions Division Background Investigation Unit 1575 Sherman Street, 7th Floor Denver, CO 80203-4614 Phone: 303.866.4614 Department of Human Services</td>
<td>CRC Form: Background Investigation Unit Individual Inquiry Form Notary Required</td>
<td></td>
</tr>
<tr>
<td>Connecticut</td>
<td>DCF Careline Background Searches 505 Hudson Street – 5th Floor Hartford, CT 06106 Phone: (800) 624-5518 TDD Phone: (860) 560-7000 Fax: (800) 560-7072 Contact: Buck Gregory E-Mail: <a href="mailto:BUCK.GREGORY@ct.gov">BUCK.GREGORY@ct.gov</a> Department of Children &amp; Families</td>
<td>CRC Form: DCF CPS Search</td>
<td>Requires an authorization of release signed and dated by the individual.</td>
</tr>
<tr>
<td>Delaware</td>
<td>DSCYF, OCCI Criminal History Unit 1825 Faulkland Road Wilmington, DE 19805</td>
<td>CRC Form: DE Child Protection Registry Request Form</td>
<td></td>
</tr>
<tr>
<td>District of Columbia</td>
<td>Child and Family Services 200 I Street, SE Washington, DC 20003 Attn: Child Protection Register 202.727.8885 Phone: (202) 442-6100 Fax: (202) 6505</td>
<td>CRC Form: Request for Child Protection Register Check; Notary and Copy of DL Required. The District’s CPR application forms can be accessed on CFSA’s internet website: <a href="http://www.cfsa.dc.gov">www.cfsa.dc.gov</a>. On the CFSA Home Page click on Background Checks (in the center of the page under CFSA News and Opportunities). This will take you to a page with information on how to obtain a CPR Check. A link to the General CPR Check Application Form can be found at the bottom of this page. All forms must be fully completed, notarized and submitted to CFSA’ Child Protection Register office for processing, as indicated on the forms.</td>
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<tr>
<td>State</td>
<td>FL</td>
<td>FLORIDA DOES NOT DO</td>
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<tr>
<td>Georgia</td>
<td>GA</td>
<td>GEORGIA DOES NOT DO</td>
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| Hawaii  | HI | Department of Human Services  
|         |    | Child Welfare Services Branch  
|         |    | Statewide Child Welfare Services Section  
|         |    | 420 Waiakamilo Road, Suite 300A  
|         |    | Honolulu, HI 96817  
|         |    | Department of Human Services  |
| Idaho   | ID | Idaho Department of Health and Welfare  
|         |    | Children and Family Services  
|         |    | 450 W. State Street, 5th Floor  
|         |    | P.O. Box 83750  
|         |    | Boise, ID 83720-0036  
|         |    | Phone: (208) 334-5770  
|         |    | Contact: Judd Reynolds  |
| Illinois| IL | Department of Children & Family Services  
|         |    | 406 E. Monroe Street, Station 30  
|         |    | Springfield, IL 62701  
|         |    | Fax: (217) 782-3991 Attn: SCR PCU  
|         |    | Phone: (217) 557-0758  
|         |    | E-mail: cfs689background@illinois.gov  |
| Indiana | IN | DCS Central Office Background Check Unit  
|         |    | Fax: 317-234-4633  
|         |    | Email: background.checkunit@dcs.in.gov  
|         |    | Department of Child Services  |
| Iowa    | IA | Central Abuse Registry  
|         |    | Iowa Department of Human Services  |
|         |    | CRC Form: Consent Form  |
|         |    | CRC Form: Authorization & Consent to Release Information on our letterhead.  
|         |    | $20 check  
|         |    | To obtain form for the Central Registry, please visit website: www.healthandwelfare.idaho.gov  
|         |    | Please follow all instructions that are posted on the website and the instructions that are on the page. Any other questions, please contact numbers listed. * please note that the criminal/child abuse and neglect forms are on the same page *  |
|         |    | Form: CFS 689 Authorization for Background Check  
|         |    | www.state.il.us/dcfs  
|         |    | Form Required? Yes (unless for child protective service investigation)  
|         |    | Send as PDF format  
|         |    | Signed release required? Yes (unless for investigation)  
|         |    | Methods of transmission: Mail, fax or e-mail  
|         |    | Please specify on the subject line as: Out-of-State Child Welfare  
|         |    | Fee: No  |
|         |    | CRC Form: 52802  
|         |    | To obtain information, request must be on a completed Indiana Request for Child Protective Services (CPS) History Check, state form 52802 please visit website http://www/in.gov/dcs/2363.htm Email any questions to: background.checkunit@dcs.in.gov  |
|         |    | CRC Form: DHS 470-3301  
<p>|         |    | To obtain form for theCentral Registry, please visit website: <a href="http://www.dhs.iowa.gov">www.dhs.iowa.gov</a> - Locate forms  |</p>
<table>
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<tr>
<th>State</th>
<th>Address</th>
<th>Contact Information</th>
<th>CRC Form</th>
<th>Notes</th>
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<tbody>
<tr>
<td>Iowa</td>
<td>PO Box 4826 Des Moines, IA 50305</td>
<td>Department of Human Services Contact: Linda Chagoya 515-362-7404</td>
<td></td>
<td>under “Frequently Visited Links” - Locate Background Checks Email to: <a href="mailto:chill2@dhs.state.ia.us">chill2@dhs.state.ia.us</a></td>
</tr>
<tr>
<td>Kansas</td>
<td>Child Abuse/Neglect Central Registry Attn: DCF P. O. Box 2637 Topeka, KS 66601 785-296-6783 <a href="http://www.dcf.ks.gov">www.dcf.ks.gov</a></td>
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<td>Kentucky</td>
<td>The Cabinet for Health and Family Services Division for Community Based Services 275 East Main St., 3C-F Frankfort, Kentucky 40621 Phone: 502-564-3834</td>
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<td>Louisiana</td>
<td>Louisiana Department of Children and Family Services – CW, Attention CPS Intake P.O. Box 3318 Baton Rouge, LA 70821 Linda Carter, Section Administrator Phone: 225-342-1554 Fax: 225-342-3480 Email: <a href="mailto:DCFS.ChildProtectiveServices@LA.GOV">DCFS.ChildProtectiveServices@LA.GOV</a></td>
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<td>Maine</td>
<td>DHHS, OCFS Attn: CPI Records Research SHS 11, 2 Anthony Avenue Augusta, ME 04333 207-626-8649 207-287-5065</td>
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<td>Maryland</td>
<td>Department of Human Resources In-Home Services Social Services Administration 311 W. Saratoga Street, Room 553 Baltimore, MD 21201</td>
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<td>Massachusetts</td>
<td>Massachusetts Dept. of Social Services 24 Farnsworth Street Boston, MA 02210 Phone: (617) 748-2000 Toll Free: (800) 792-5200 Fax: (617) 439-9027</td>
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<tr>
<td>State</td>
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<td>Additional Information</td>
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<tr>
<td>Michigan</td>
<td>Children’s Protective and Family Preservation Program Office Attn: Colin Parks, Manager 235 S. Grande Avenue, Suite 510 Lansing, MI 48933 Phone: (517) 388-5125 Toll- Free: (866) 685-0006 Fax: (57) 241-7047 E-Mail: <a href="mailto:ParksC@michigan.gov">ParksC@michigan.gov</a></td>
<td>DHS-640</td>
<td>Agency Badge/Letter Head Required DL Required of Vol. &amp; Requestor Fax or Mail document</td>
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<td>Minnesota</td>
<td>Minnesota Department of Human Services Licensing Division - Background Studies Unit P. O. Box 64242 St. Paul, MN 55164-0242 Phone: (651) 296-2075 Fax: (651) 297-1490 Contact: Lori Steffan or Stephan Sarumi</td>
<td>$20 check: Minnesota Department of Human Services; Notary Required Authorization for release of information is required. Call (651) 296-3971 to obtain a copy. The authorization must be signed and dated by the subject, and must include the following: - Purpose of the release (employment, foster care, and adoption), -Full name, clearly printed, -DOB, -Current address, -Previous residence in Minnesota, including county and city, SSN (license number); and -Agency to whom information will be released. Fee - $20</td>
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<td>Mississippi</td>
<td>MS Department of Human Services DFCS/Protection Unit/Central Registry Attn: Brenda Speaks P. O. Box 352 Jackson, MS 39205-0352 Department of Human Services</td>
<td>Mail request on our letterhead SASE Required</td>
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<td>Missouri</td>
<td>Department of Social Services Children’s Division P.O. Box 88 Jefferson City, MO 65103 Phone: (573) 751-2330 Fax: (573) 751-2607 Contact: Martha Witt Background and Screening Unit E-Mail: <a href="mailto:martha.s.witt@dss.mo.gov">martha.s.witt@dss.mo.gov</a></td>
<td>To obtain form for the Central Registry, please visit: <a href="http://www.dfps.state.tx.us/Documents/Child_Care/pdf/Missouri.pdf">www.dfps.state.tx.us/Documents/Child_Care/pdf/Missouri.pdf</a> To obtain any other information about the Central Registry, please contact numbers listed.</td>
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<td>State</td>
<td>Address</td>
<td>Phone/Fax/Contact</td>
<td>Notes</td>
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| Nebraska | Nebrask Health and Human Services  
Box 95026 Lincoln, NE 68509-5026  
Phone: (402) 471-9625 Fax: (402) 471-9034  
Contact: Patti Reddick  
E-Mail: patti.reddick@dhhs.ne.gov | If you have any questions or concerns about the  
Central Registry, please contact the number  
listed. |
| Nevada  | Nevada Central Registry  
Nevada Division of Child and Family Services  
4126 Technology Way, 3rd Floor  
Carson City, NV 89706  
Fax: (775) 684-4455  
Contact: Sue Lamon Phone: (775) 684-7291 or  
Betsey Crumrine Phone: (775) 684-4483  
e-mail: aw@dcfs.nv.gov | CRC Form: FPO-0507A  
To obtain form for the Central Registry, please visit: http://www.dcfs.state.nv.us go to forms go to central registry, for employer checks OR go to; CANS for Adam Walsh checks A signed release is required. Must include name, aliases, date of birth and SSN. |
| New Hampshire | Division for Children, Youth, Families  
DCYF Central Registry, Brown Building  
129 Pleasant Street  
Concord, NH 03301  
Toll free: (800) 894-5533 Phone: (603) 271-4684  
Fax: (603) 271-6565 Contact: John Harrington | Please contact number listed to request Central Registry form # 2202, Central Registry Name Search Authorization. |
| New Jersey | Department of Children and Families  
Office of Licensing / Legal Affairs  
Attn: CARI Unit  
P.O. Box 717 – CC: 937  
Trenton, New Jersey 08625-0717  
Contact: Gloria Harrigan 609-888-7710 | CRC Form: Child Abuse Record Information Form  
Copy of CASA license  
SASE required  
45 day |
| New Mexico | **NEW MEXICO DOES NOT DO** | | |
| New York | Office of Children & Family Services  
P.O. Box 4480  
Albany, NY 12204-0480  
TDD: (800) 638-5163 Toll- Free: (800) 342-3720  
Phone: (518) 402-1653 | Individuals must mail a signed letter to CFS requesting background check. Letter must include where the volunteer lived in New York, the DOB of volunteer and volunteer’s children, if any. |
| North Carolina | Division of Social Services Child Welfare Policy  
820 South Boylan Street MSC 2408  
Raleigh, NC 27699-2408  
Phone: (919) 5276406 | To obtain form for the Central Registry, please visit: http://www.ncdhhs.gov/dss/requests/-Requesting Information -Click on Form Number |
<table>
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<tr>
<th>State</th>
<th>Contact Information</th>
<th>Summary</th>
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</thead>
</table>
| North Dakota ND | Children and Family Services/NDDHS  
600 East Boulevard Avenue  
Bismarck, ND 58505  
Phone: (701) 328-2316 Fax: (701) 328-3538  
Contact: Tara Lea Muhlhauser E-Mail: somuhl@state.nd.us | To obtain form for the Central Registry please, please visit:  
You may also email any questions or concerns to: dhscfscbc@nd.gov |
| Ohio OH | Ohio Department of Job and Family Services Office for Children and Family Services  
P. O. Box 182709  
Columbus, OH 43218-2709  
Phone: (614) 752-1298 Toll Free: (866) 635-3748  
Fax: (614) 728-6726  
Contact: Jennifer Kobel E-Mail: Jennifer.kobel@jfs.ohio.gov  
Contact: Barbara Parker E-Mail: barbara.parker@jfs.ohio.gov | To obtain form for the Central Registry, please visit:  
http://jfs.ohio.gov/ocf/CentralRegistry1.stm You may also email any questions or concerns to: barbara.parker@ohio.gov |
| Oklahoma OK | **OKLAHOMA DOES NOT DO** | Requests are considered on a case by case basis and a signed release form from the potential volunteer. |
| Oregon OR | Child Safety Program  
Office of Child Welfare Programs  
Oregon Department of Human Services  
500 Summer Street, E-68  
Salem, OR 97301  
Tel. no. 503.947.5418  
Contact Deborah Carnaghi, L.C.S.W.  
Child Protective Services Program Coordinator  
Deborah.carnaghi@state.or.us | |
| Pennsylvania PA | ChildLine / Department of Public Welfare  
PO Box 8170  
Harrisburg, PA 17105-8170  
Phone: (717) 772-6574 Toll Free (800) 932-0313 Contact: Kevin Fisher E-Mail: Kefisher@state.pa.us | To obtain form for the Central Registry, please visit website: http://www.dpw.state.pa.us/ - Publications/Forms/Reports -Forms/Applications -Child Abuse History Clearance Form Instructions are on form |
| Rhode Island RI | Rhode Island State Central Registry and Child Abuse Hotline  
DCYF  
Record Center  
101 Friendship Street  
Providence, RI 02903  
Toll Free: (800) 742-4453 Phone: (401) 528-3843 | Rhode Island State Central Registry and Child Abuse Hotline |
<table>
<thead>
<tr>
<th>State</th>
<th>Contact Information</th>
<th>Link/Notes</th>
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</table>
| South Carolina SC | South Carolina Department of Social Services  
P. O. Box 1520  
Columbia, SC 29202-1520  
Attn: Cashier  
(803) 898-7710  
Fax: (803) 898-7641  
Contact: Virginia Oliver or Beth Williams  
E-Mail: beth.williams@dss.sc.gov | [www.state.sc.us/dss-Forms and Brochures -By Number -Form #3072 Fee - $15](www.state.sc.us/dss-Forms and Brochures -By Number -Form #3072 Fee - $15) |
| South Dakota SD | Link for Central Registry Checks for South Dakota:  
[https://www.state.sd.us/eforms/secure/eforms/E1050V2-PermissionToScreenForReportsOfAbuseOrNeglect.pdf](https://www.state.sd.us/eforms/secure/eforms/E1050V2-PermissionToScreenForReportsOfAbuseOrNeglect.pdf) | Below is the link to request a background/registry check:  
[El_DCS_CPS_CentralRegistryCheck@tn.gov](El_DCS_CPS_CentralRegistryCheck@tn.gov)  
Please submit to this email address the name(s), birth date(s) and social security number(s) for any person(s) whom you are requesting a central registry search. The request should be submitted on agency letterhead and should state the reason you are submitting the request. Note: If you currently have an open case on the family – please state the type of case (i.e., Foster care, CPS, ICPC, etc.). |
| Tennessee TN | Tennessee Department of Children’s Services  
Office of Child Safety CPS Background Checks & Due Process Reviews  
Cordell Hull Building, 8th Floor  
Nashville, TN 37243  
Phone: 615-741-0922  
Fax: (615)253-0069  
Contact: Kelly Bell-Hazlett  
E-Mail: Kelley.Bell-Hazelett@tn.gov | Below is the link to request a background/registry check:  
[El_DCS_CPS_CentralRegistryCheck@tn.gov](El_DCS_CPS_CentralRegistryCheck@tn.gov)  
Please submit to this email address the name(s), birth date(s) and social security number(s) for any person(s) whom you are requesting a central registry search. The request should be submitted on agency letterhead and should state the reason you are submitting the request. Note: If you currently have an open case on the family – please state the type of case (i.e., Foster care, CPS, ICPC, etc.). |
| Texas TX | Texas Department of Family and Protective Services  
Centralized Background Check Unit (CBCU)  
1-800-645-7549 | Texas CASA programs have access to an automated online system. From outside Texas, submit form [2970](2970) to address listed on form. |
| Utah UT | Department of Human Services  
Division of Child and Family Services  
195 North 1950 West  
Salt Lake City, UT 84116  
Attn: Child Abuse Background Screening  
Fax: 801-538-3993  
[http://dcfs.utah.gov/dcfs_forms.htm](http://dcfs.utah.gov/dcfs_forms.htm) | CRC Form: Utah DHS-DCFS  
DL Required |
| Vermont VT | Child Protection Registry Self-Inquiry  
Department for Children & Families, Osgood 3  
103 South Main Street  
Waterbury, VT 05671 | CRC Form: Child Protection Registry Self Inquiry  
Notary Required  
SASE Required |
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<th>Additional Information</th>
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Notary Required  
DL Required |
|          | VA Department of Social Services  
OBI Search Unit  
801 East Main Street, 6th Floor  
Richmond, VA 23219-2901  
http://www.dss.virginia.gov/family/children_background.cgi  
804-726-7564 or 804-726-7549 |                  |                                                                                        |
| Washington | State of Washington Department of Social and Health Services  
Children’s Administration Attn: Fiscal  
P. O. Box 45710  
Olympia, WA 98504-5710  
Fax: 206-341-7930  
CANhistorychecks@dshs.wa.gov | CRC Form: DSHS 23-041 | $20 check: DSHS Children’s Admin |
| Washington | Department of Health and Human Resources  
350 Capitol Street  
Charleston, WV 25301  
Phone: (304) 558-4408 Toll Free: (800) 352-6513  
Fax: (304) 558-5354 Contact: Cher O’Brien  
E-Mail: fc697@wvdhhr.org | To obtain the Central Registry form, please visit website:  
http://www.wvdhhr.org/bcf/provider_resources |                                                                                        |
| West Virginia | Division of Children & Family Services  
Bureau of Programs and Policies DCFS/ DHFS  
P. O. Box 8916Madison, WI 53708-8916  
Contact: Julie Bachir Phone: (888) 787-0376 Fax: (608) 266-0260  
bachijs@dhfs.state.wi.us | To obtain information about the Central Registry, please contact the Division of Children and Family Services |                                                                                        |
| Wisconsin | Department of Family Services Central Registry  
2300 Capitol Ave, 3rd Floor  
Cheyenne, WY 82002 | CRC Form: SS-26 | $10 check: State of Wyoming  
SASE Required |

*Our appreciation to CASA of Travis County, TX and Virginia CASA/Department of Criminal Justice Services for providing contact information included above.*

*If you have updated information to include in the chart please send it to memberservices@casaforchildren.org.*

*Revised 3.31.15*