

Background Check Affidavit

As part of the DJJ Regional Service Coordination Model Programmatic Oversight and Quality Assurance procedures, we request PROVIDERS verify they are conducting appropriate employee background checks. Please review and complete the form below to verify your organization conducts appropriate employee background checks on all employees, volunteers, and individuals that have direct contact with DJJ Youth and/or family members. If you are unsure or do not believe your organization conducts background checks as set forth below, please contact Kara Brooks, EBA kbrooks@ebanetwork.com immediately.

Organization Name ("PROVIDER")	Full Name	Position (e.g. Manager)
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Employee Background Checks. The PROVIDER shall be in compliance with all State laws, regulations, and licensure requirements relating to conducting criminal background checks of employees and volunteers. In particular, the PROVIDER agrees that all of its agents, employees, assignees, and volunteers providing Services to, or having direct contact with a child and/or family, must complete a **criminal history check to include sex offender registry** through a local police department, Sheriff's Department, or Virginia State Police office, a **fingerprint check** through the Virginia State Police and Federal Bureau of Investigation, and the **Virginia Child Abuse and Neglect Central Registry** (hereinafter, the "Central Registry").

The PROVIDER agrees that if the PROVIDER or any of its agents, employees, or assignees, having contact with Youth, are named in the Central Registry, the information shall be made available within one (1) business day to the PRIME CONTRACTOR, DJJ Staff and regulatory personnel.

The PROVIDER shall remain in compliance with all Federal and State law, regulations, and licensure requirements relating to the conducting of criminal checks of its employees during the Term.

A list of VA DJJ Barrier Crimes available upon request.

AFFIRMATION:

By signing below I, _____ represent and warrant to EBA and DJJ that, to the best of my knowledge, information, and belief, PROVIDER has conducted all required background checks on all employees, volunteers, and other individuals that have direct contact with DJJ Youth and/or their family members in accordance with all applicable State laws, regulations, licensure requirements, agreements, and PROVIDER'S internal policies.

Please note and explain any exceptions here:

I understand that any misrepresentation or falsification on my part may constitute a breach and/or grounds for termination of PROVIDER's Subcontractor Agreement with EBA.

Signature: _____ Date: _____