

# AUTHORIZATION FOR RELEASE OF BACKGROUND CHECK INFORMATION

## NOTICE TO APPLICANT:

Please complete the Applicant Data section and sign the Informed Consent below. The Minnesota Department of Human Services ("DHS") is asking for this information so that we can ask the Bureau of Criminal Apprehension ("BCA") whether its records indicate that you have been convicted of any of the "Background Check Crimes" set forth in the Minnesota Child Protection Background Check Act (Minnesota Statutes, sections 299C.60-.64). Those crimes are **child abuse crimes (see list on back), murder, manslaughter, felony level assault, any assault crime committed against a minor, kidnapping, arson, criminal sexual conduct, and prostitution-related crimes.**

Because members of the Citizen Review Panel may have access to sensitive private data about vulnerable individuals, it is necessary to assure that panel members do not have a criminal history that would make access to such data inappropriate. You are not legally required to provide any of the information requested. However, if your failure to supply information results in our being unable to get responses from the BCA, if you fail to list a background check crime for which you have been convicted, or if you provide false information on this form you could be eliminated from consideration for membership on the citizen review panel.

The information that you are asked to provide in this form is considered private data. This means it is available only to you, the Department of Human Services, the Citizen Review Panel Interview Team and BCA officials who have a need for it. It will not be released outside the Department of Human Services, the Citizen Review Panel Interview Team and the BCA without your consent unless required by an administrative, court, or investigative proceeding, whether related or unrelated to the citizen review panel.

You should also know that you have the right to be informed by DHS of the BCA's response to the information request, to obtain a copy of the report from DHS, and to obtain from the BCA any record that forms the basis of the report. You also have the right, under Minnesota Statutes, section 13.04, to challenge the accuracy and completeness of any information contained in the report or records and to be informed by DHS if your application to be, or continuation as, a citizen review panel member is denied because of the BCA report.

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## APPLICANT DATA:

Give your Full Name: Last \_\_\_\_\_ First \_\_\_\_\_ Middle \_\_\_\_\_

Date of Birth \_\_\_\_\_ Sex \_\_\_\_\_ Race \_\_\_\_\_

List any other Names you have used or been known by in the last ten years: \_\_\_\_\_

Have you ever been convicted of any of the crimes listed above in bold letters? \_\_\_\_\_

If yes, describe each crime and the details of the conviction (if additional space is required, use back):

\_\_\_\_\_  
\_\_\_\_\_

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## INFORMED CONSENT:

I authorize the BCA to disclose to DHS my criminal record regarding the Background Check Crimes listed above for the sole purpose of determining whether I am an appropriate candidate to be a volunteer member of a child protection citizen review panel.

This authorization shall expire one year from the date of my signature.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

## Child Abuse Crimes

The following are considered "child abuse crimes" under the Minnesota Child Protection Background Check Act:

1. Any of the following acts if committed against a minor:
  - Causing the death of the minor while committing child abuse if the perpetrator has engaged in a past practice of child abuse and the circumstances manifest an extreme indifference to human life (609.185(5))
  - Assault in the first, second, third, or fifth degree (609.221, .222, .223, .224)
  - Domestic assault (609.2242)
  - Prostitution-related crimes (609.322, .324)
  - Criminal sexual conduct of any degree (609.342-.345)
  - Solicitation to engage in sexual conduct (609.352)
  - Malicious punishment (609.377)
  - Neglect or Endangerment (609.378)
  
2. Any of the following drug-related crimes:
  - Selling a controlled substance in a school zone, park zone, public housing zone, or drug treatment facility (152.021, subd. 1(4); 152.022, subd. 1(6); 152.024, subd. 1(4))
  - Possession of certain controlled substances in a school zone, park zone, public housing zone, or drug treatment facility (152.023, subd. 2(4),(6))
  - Selling controlled substances to a minor or conspiring with or employing a minor to sell controlled substances (152.022, subd. 1(5); 152.023, subd. 1(3),(4); 152.024, subd. 1(2),(3))

Additional detail from previous page:

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**Minnesota Department of Human Services  
Family and Children's Services Division  
444 Lafayette Road North  
St. Paul, MN 55155-3830**

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