INTERSTATE BACKGROUND CHECK PROCESS

Applicant fills out the following 3 forms:
DCC 500
DCC 501
Pre-Application
Screening



Provider enters applicant into KARES for background screening.



DCC Staff will
process
Determination if no
out of state
addresses are listed.

DCC Staff filters applicants who have out of state addresses within the past 5 years.



*** The cabinet shall request an interstate criminal history, interstate Sex Offender Registry check, and interstate Child Abuse Registry and data base check from the states that the applicant has resided in the previous 5 years.



*** DCC Staff will contact you if more information is needed based on various states requirements.

The Cabinet will upload the response into KARES and notify the provider and applicant after a determination is processed. The process will take no longer than 45 days after all information is requested and/or received.