



AUTHORIZATION AND RELEASE FOR THE PROCUREMENT OF A CONSUMER AND/OR INVESTIGATIVE REPORT

I, the undersigned consumer, do hereby authorize **BALTIMORE COUNTY PUBLIC SCHOOLS**, by and through its independent contractor, **INTEGRATED BIOMETRIC TECHNOLOGY, (IBT)** to procure a consumer report and/or investigative consumer report on me.

These above-mentioned reports may include, but are not limited to, my driving history, including any traffic citations; a social security number verification; present and former addresses; criminal records; and, any other information bearing on my character, general reputation, personal characteristics, trustworthiness and/or mode of living.

I understand that the investigative consumer report I have authorized above may include information obtained by interviews with my neighbors, friends and/or associates and/or others with whom I am acquainted or who may have knowledge concerning said information. I understand that I will also receive a written disclosure of my rights under FCRA 15 U.S.C. 1681 with the nature and scope of any investigative consumer report prepared on me upon my written request to **IBT**, that is made within a reasonable time after the date hereof.

I further authorize any person, business entity or governmental agency who may have information relevant to the above to disclose the same to **BALTIMORE COUNTY PUBLIC SCHOOLS**, by and through **IBT**, including, but not limited to, any courthouse, any public agency, any and all law enforcement agencies and any and all credit bureaus, regardless of whether such person, business entity or governmental agency compiled the information itself or received it from other sources.

I hereby release **BALTIMORE COUNTY PUBLIC SCHOOLS**, **IBT**, and any and all persons, business entities and governmental agencies, whether public or private, from any and all liability, claims and/or demands, of whatever kind, to me, my heirs or others making such claim or demand on my behalf, for procuring, selling, providing, brokering and/or assisting with the compilation or preparation of the consumer report and/or investigative consumer report hereby authorized.

Signature

Date

BALTIMORE COUNTY PUBLIC SCHOOLS - BACKGROUND CHECK APPLICATION

Date: _____

Social Security Number

Driver's License# and Issuing State

Date of Birth

Print Full Name

*Other Names Used
(Incl. Maiden Names)*

Dates used

*M F
Sex (Circle One)*

Current Address (Street, City, State, Zip Code)

(County of Residence)

(Dates Lived at this Address)

Previous Addresses for the Past Seven Years

Dates Lived at this Address

Address

City

State

County

Zip

Address

City

State

County

Zip

Address

City

State

County

Zip

Position Applied for: _____ **Work Location:** _____ **Home Ph#** _____

Warning: Failure to report criminal convictions, Probation Before Judgment (PBJ) dispositions, or pending charges may result in termination of your employment with Baltimore County Public Schools. Any individual who fails to disclose prior conviction(s) or the existence of pending charge(s) shall be guilty of perjury. This is a misdemeanor offense and on conviction is subject to a fine not exceeding \$1,000 or imprisonment not exceeding 1 year or both. **EMPLOYEE INITIAL HERE** _____

Have you ever been convicted, or placed on probation before judgment (PBJ), found not criminally responsible, or have pending criminal charges against you without a final disposition for an offense other than a minor traffic violation?

Yes _____ No _____ If yes, check all that apply:

Charge: _____ Date: _____ Location: _____

Charge: _____ Date: _____ Location: _____

Charge: _____ Date: _____ Location: _____

Conviction
PBJ
Pending Charge

Have you had criminal charges put on a STET Docket during the past 12 months?

Yes _____ No _____

Maryland Code: FAMILY LAW: TITLE 5. CHILDREN; SUBTITLE 5. CHILD CARE; FOSTER CARE; PART VI. CRIMINAL BACKGROUND INVESTIGATIONS FOR EMPLOYEES OF FACILITIES AND OTHER INDIVIDUALS THAT CARE FOR OR SUPERVISE CHILDREN: § 5-563. Prior criminal offenses: As part of the application process for a criminal history records check, the employee, shall complete and sign a sworn statement or affirmation disclosing the existence of a criminal conviction, probation before judgment disposition, not criminally responsible disposition, or pending criminal charges without a final disposition.

APPLICANT SIGNATURE: _____

For Investigative Office Use Only

_____ Cleared _____ Pending Issue _____ Not Cleared

Signature of Screening Official

Date

Commercial BI Location(s): _____

Baltimore County Public Schools
Attn: Office of Investigations and Records Management
1946 Greenspring Drive, Suite N
Timonium, Maryland 21093

Release of Information – Family Child Care
Department of Social Services

Statement of Permission

I permit the Department of Social Services to provide the following information to Baltimore County Public Schools that may be contained in State or local Department of Social Services Child Protective Services records: 1) Whether or not I have been identified as responsible for "indicated" child abuse or neglect; and 2) If I have been so identified, the details regarding those events.
My signature appears on the line below.

Have you ever been identified as responsible for "Indicated" child abuse/neglect by any Department of Social Services?

Yes No If yes, in what County did the investigation take place? _____

If yes, please provide details: _____

Signature *Date*

Printed Name (First, Middle, and Last) *Other Names Used,
Include Maiden Name(s) and dates used*

Date of Birth *Social Security Number* *Race* *Sex (M or F)*

Address (Street, P.O. Box, City, State, Zip)

Sworn and subscribed to before me this _____ day of _____, 200__.

My commission expires _____

[Notary Seal]

Signature of Notary Public

Baltimore County Public Schools
Attn: Office of Investigations and Records Management
1946 Greenspring Drive, Suite N
Timonium, Maryland 21093

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Include Maiden Name(s) and dates used*

Date of Birth *Social Security Number* *Race* *Sex (M or F)*

Address (Street, P.O. Box, City, State, Zip)

Sworn and subscribed to before me this _____ day of _____, 200_____.

My commission expires _____

[Notary Seal]

Signature of Notary Public

Baltimore County Public Schools
Applicant Statement of a Criminal Conviction, Probation Before Judgment,
or Pending Criminal Charge

On _____ I applied for a position with Baltimore County Public Schools. On my Background Check Application, I acknowledged a prior conviction, probation before judgment (PBJ) disposition, found not criminally responsible, or a pending charge for an offense other than a minor traffic violation. With respect to the offense(s) acknowledged on the application for Background Check, I hereby release and disclose the following specific information regarding such conviction(s), PBJ disposition(s), not criminally responsible, pending charges, or other potentially adverse information:

Date of Arrest: _____

Specific Charge(s): _____

Court Date: _____

Disposition of the Specific Charge(s): _____

Details of the Incident: _____

I have made the above statement of my own free will in the interest of providing the truthful facts regarding a previous incident(s) which resulted in a conviction, PBJ disposition or pending charges against me. This statement is true to the best of my knowledge and I have not been promised anything in exchange for this statement.

Applicant's Signature

Date

Investigator's Comments (if any):

Investigator's Signature

Date

Please complete the **I-9 Employment Eligibility Verification Form** available on the Office of Fingerprinting's web page. http://www.bcps.org/offices/human_resources/fingerprinting/