



Military Provider Background Check Requirement Frequently Asked Questions (FAQ's)

1. What is the background check requirement for U.S. Navy and U.S. Air Force Fee Assistance programs?

All community-based child care providers serving U.S. Navy and U.S. Air Force children will be required to have favorably adjudicated Advanced FBI Fingerprint and State Child Abuse and Neglect Registry Background Checks. This includes all employees working in the center or facility when children are present and all adults (Provider and anyone 18 years of age and older) residing for 30 days or more in the family child care home, or working in the family child care home.

2. How often will I need to submit verification that these checks have been done?

Both the FBI and Child Abuse and Neglect Checks are valid for five years from the date they are issued.

3. How do we find out if our current background checks are Federal background checks?

If you are unsure as to whether you have already completed a FBI fingerprint check, please contact your licensing representative.

4. Is the \$18 fee for conducting the FBI background check per applicant?

Yes. Each individual who is submitting an application to the FBI will need to pay the \$18 fee.



5. I am located in Florida, what do I need to do?

Child care centers in the state of Florida will only need to submit a Provider Agreement Form (ULA) and staff list. Once we have received your facility's staff list, we will process your staff's information through a national court database.

6. I would like to initiate my FBI/ Child Abuse and Neglect Registry Check right now, where can I start?

Please continue to check our Background Check Website for additional resources that will help you meet the guidelines for this new requirement in your state.

7. Can fingerprints be taken both, electronically and ink rolled?

Yes. The FBI will accept both types of fingerprints as long as you have a fingerprint card that you are able to send to the FBI with your application.

8. What if my check takes longer than the allotted time period to process by the state or FBI?

We are mindful of the delay that exists in completing background checks, extensions may be requested when the checks are delayed by the FBI or state agency.



9. Where can I find more information regarding this new requirement?

The introductory background check webinar can be found here:

<http://usa.childcareaware.org/military-programs/military-providers/background-check-requirement/>

All program updates will also be posted to the background check resource website. You should also expect to receive email communication for important information. Please contact us at 1-800-424-2246, Option 7, if you would like to update your email in our system.