



STATE OF WASHINGTON
DEPARTMENT OF SOCIAL AND HEALTH SERVICES
CHILDREN'S ADMINISTRATION – FIELD OPERATIONS
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November 16, 2012

TO: Children's Administration All Staff
FROM: Becky Smith, Deputy Assistant Secretary
SUBJECT: Background Check Process and Requirement

The purpose of the attached document is to provide clarification to CA staff with background check processes and requirements as we continue to review and rewrite background check policies.

If you have any questions or comments please feel free to contact Chris Parvin at CPAR300@dshs.wa.gov or 360- 902-0770.

[Attachment – Overview of Background Check Requirements and Guidance](#)