

**APPENDIX A**

**COMMUNITY AGENCY HEAD AND ASSOCIATE CERTIFICATION PERMISSION  
FOR BACKGROUND CHECK AND RELEASE OF INFORMATION**

I hereby authorize the Department of Human Services to conduct a criminal history background check and I agree to be fingerprinted in order to complete the state and federal background check process. I further authorize the release of all information regarding the results of my background check to the Department of Human Services. Check one of the options listed below.

**Option 1** \_\_\_\_\_ I hereby certify under penalties of perjury, that I have not been convicted of any of the offenses listed below and no such record exists in the State Bureau of Identification in the Division of State Police or in the Federal Bureau of Investigation, Identification Division.

**Option 2** \_\_\_\_\_ I hereby affirm that I have been convicted of the following offense:

\_\_\_\_\_

On \_\_\_\_\_ (Date)

Explain \_\_\_\_\_

If I have checked Option 2 or the criminal history background check reveals any conviction(s) for the offenses listed below, I understand that I may be subject to termination from employment.

FOR PROVISIONAL EMPLOYEES ONLY: As a provisional employee I further understand that I may be employed by the agency for a period not to exceed six (6) months during which time a background check will be completed. I understand that I will work under the supervision of a superior where possible.

**P.L. 1999, C. 358:**

**2.b.** An individual shall be disqualified from employment under this act if that individual's criminal history record check reveals a record of conviction of any of the following crimes and offenses:

(1) In New Jersey, any crime or disorderly persons offense:

(a) Involving danger to the person, meaning those crimes and disorderly persons offenses set forth in N.J.S.2C:11-1 et seq., N.J.S.2C:12-1 et seq., N.J.S.2C:13-1 et seq., N.J.S.2C:14-1 et seq. or N.J.S.2C:15-1 et seq., including the following:

- i. Murder
- ii. Manslaughter
- iii. Death by auto
- iv. Simple assault
- v. Aggravated assault
- vi. Recklessly endangering another person

- vii. Terroristic threats
- viii. Kidnapping
- ix. Interference with custody of children
- x. Sexual assault
- xi. Criminal sexual contact
- xii. Lewdness
- xiii. Robbery

**Or**

(b) A crime against the family, children or incompetents, meaning those crimes and disorderly persons offenses set forth in N.J.S.2C:24-1 et seq., including the following

- i. Endangering the welfare of a child
- ii. Endangering the welfare of an incompetent person.

(c) A crime or offense involving the manufacture, transportation, sale, possession, or habitual use of a controlled dangerous substance as defined in the "New Jersey Controlled Dangerous Substances Act," P.L.1970, c.226 (C.24:21-1 et seq.).

In any other state or jurisdiction, conduct which, if committed in New Jersey, would constitute any of the crimes or disorderly person's offenses described above.

Have you been convicted of any criminal violation or law or offense or are you now under pending investigation of charges of violation of criminal law or offense?  Yes  No  
If yes, explain

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Have you been adjudged to be civilly or criminally liable for abuse of a developmentally disabled person?  Yes  No If yes, explain.

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Associate Name (please print)	Associate Signature	Date
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Witnessed by (please print)	Witness Signature	Date
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