

## 2013 Background Checks Frequently Asked Questions

### **Why do I need to get background checks on all of my participants (adult leaders and students) 18 and older?**

We require that background checks be completed on all participants (adult leaders and students) 18 and older (including you, the Trip Leader) to promote a safe environment for YouthWorks participants and for the communities that we serve. Knowing that all participants 18 and older have had a background check performed on them will give peace of mind to other groups that will be participating with you and for our community friends. It will also fulfill requirements from ministry partners that want background checks completed on adults that will be volunteering at their organizations.

### **Where should I go to get a background check done?**

Your church may already use a company to run background checks on employees and volunteers. If they do not, we suggest checking with your denomination or churches in your area to see if they recommend a company. Here are some vendors that you can explore as well:

- Praesidium
  - [www.praesidiuminc.com/](http://www.praesidiuminc.com/)
  - 800.743.6354
- ChurchStaffing.com
  - [www.churchstaffing.com/Store/BackgroundCheck.aspx](http://www.churchstaffing.com/Store/BackgroundCheck.aspx)
- Safe Church
  - [www.safechurch.com/Pages/Default.aspx](http://www.safechurch.com/Pages/Default.aspx)
  - 800.747.2154
- National Employment Screening
  - [www.nationalemploymentscreening.com](http://www.nationalemploymentscreening.com)
  - 800.459.3034

*Please note:* Fingerprinting does not need to be part of the background check. We require that a national (or multi-state) criminal background check be completed, not a state or county check completed. A local state or county check is not sufficient. Please check with the company that you are using for multi-state background checks to ensure they are doing a thorough national or multi-state background check.

### **I have a background check on file for my participants 18 and older. Do I need to run a new one?**

As long as the check was completed within the last three years by your organization, there is no need to run a new background check.

### **My participant works at a school and has a background check on file there. Do I need to run one?**

Our desire is that you and your church have seen the results of the background check on all participants and leaders 18 and older and approve them before allowing them to attend the mission trip.

### **What do I do with the results?**

We have not set parameters on who can or cannot attend the mission trip. We are entrusting you and your church leadership with the responsibility to give adults approval to work with youth and children. Please do not send us the results of the background check. Keep the results for your files.

### **What does YouthWorks need from me?**

You will find a downloadable, one-page Background Check Form in Phase 6 of the trip resources website. Please fill this form out and sign (as well as the senior pastor/priest) acknowledging that your adults have had a background check completed on them and have been approved to work with children, youth and adults. This form is due to YouthWorks one month prior to your trip. The form can be mailed to YouthWorks 3530 East 28<sup>th</sup> Street, Minneapolis, MN 55406 or faxed to 612.729.4113.