



SELF-DISCLOSURE OF PREVIOUS CRIMINAL HISTORY/CHILD ABUSE REGISTRY

NORTH DAKOTA DEPARTMENT OF HUMAN SERVICES

DEVELOPMENTAL DISABILITIES DIVISION

SFN 1792 (9-2020)

This form must be completed by a prospective employee applying for employment at a Developmental Disabilities (DD) Licensed Provider Agency or to provide self-directed In-Home Support (IHS) through a Fiscal Agent, in instances where the prospective employee previously lived in a state where state law prohibits the state from disclosing relevant criminal records and child abuse checks, or lived in a country where criminal records are unavailable. Prospective employees completing this form must comply with requirements in the DD Division Background Check policy.

Prospective Employee	DD Licensed Provider Agency/Fiscal Agent
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By checking this box, I state that I have not been arrested with pending disposition, or found guilty, pled guilty, or pled no contest to any reportable offense per DD Background Check Policy.

By checking this box, I report that I have been arrested with pending disposition, or have been found guilty, pled guilty, or pled no contest to an offense that is reportable per DD Background Check Policy.

For any reportable offense you have been arrested with pending disposition, or have been found guilty, pled guilty, or pled no contest, specify in the space below (or on additional attachments if necessary) the crime, the date and location of the offense, and the applicable court.

Describe Reportable Offense(s):

Failure to disclose such information, or any misrepresentation made in connection with the disclosure, could be grounds for denial of the application. Should an individual be unsure about the applicability of information to be disclosed, it is the individual's responsibility to disclose the information for further review. This form must be completed and kept in the employee's personnel file.

By signing this form, I certify that the statements made in this form are true, correct and complete. I understand that false statements herein, including any failure to accurately report any offense where an arrest is pending disposition, or failure to report offenses for which I have been found guilty, pled guilty, or pled no contest to, could be grounds for denial of my application.

A typed signature is legally binding and equivalent to a handwritten signature.

Signature	Date
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