

# **YOUTH CAMPS**

## **Criminal History and Sex Offender Checks**



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## Since When?

- Originally Spring 2009 revision
- Effective Fall of 2009
- Criminal History Checks (CHC) and Sex Offender Checks (SOC) now an important and integral component for evaluation of staff
- If a YC operator has not done them, instructed to initiate these checks immediately and provide documentation

## Key Points CHC

- By June 15, 2010 for all existing adult staff
- New staff prior to start date
- **< 1 year**, notarized statement for criminal history status (returning staff)
- No lapse of employment **> 1 year**
- Maintain documentation for as long as employment continues at the camp

# Key Points CHC

- Minimum CHC = NJSP CHRI\* for noncriminal justice purposes
- Website: [http://www.nj.gov/lps/njsp/about/serv\\_chrc.html#ncer](http://www.nj.gov/lps/njsp/about/serv_chrc.html#ncer)
- State-wide name check
- Form “212 B” from the NJSP
- Name Check (\$18) is a state-wide check, using Social Security #, name and date of birth

\*NJSP=NJ State Police; CHRI=Criminal History Records Information

# Key Points CHC

- NJ residents, information comparable to the NJSP CHRI
- State-wide check (all counties)
- For felonies and misdemeanors
- Indictable offenses and disorderly persons
- Out-of-state residents
- "where practical, also obtain from the staff member's place of residence, a criminal history check or its recognized equivalent."

# Key Points SOC

- Annual sex offender registry check
- Must retrieve national sex offender registry information
- <http://www.familywatchdog.us/>
- Maintain documentation for as long as employment continues at the camp
- National Sex Offender Public Website (USDOJ NSOPW)
- <http://www.nsopw.gov/Core/Portal.aspx>
- US Military Sex Offender registry
- <http://www.militarysexoffendersregistry.com/sitemap.html>



# Documentation for SOC

- Website used
- List of all staff
- Date viewed
- “Yes” or “No”
- Comments if a “Yes”

<a href="http://www.familywatchdog.us">www.familywatchdog.us</a>				
Staff	Date Viewed	Y	N	Comments if a “Yes”
Ozzy Oswald	5/12/11	X		DNH
Joe Schmo	6/1/11		X	Hired
John Q. Public	5/31/11		X	Rehired