



## Background Check Policy & Consent

### **Background Check Policy** (effective January 1, 2014)

In an effort to provide riders and volunteers the safest environment possible, all staff ages 18 and up will be subject to a background check. Because our volunteers work directly with children and adults with challenges, it is our responsibility to have knowledge regarding potential danger to them.

We have contracted with CertifiedBackground.com to perform background checks for a charge of \$12.50. You will be asked to pay this fee upon submitting all required information online.

Once we have reviewed the results you will be notified by a Rising Hope Farms staff member of your eligibility. By using this service provider, you are assured all private information is kept safe. In all cases, the results of any criminal background check are kept strictly confidential.

A criminal offense will not automatically exclude you from volunteering. Rising Hope Farms staff will make a decision on whether or not the applicant may be used based on the guidelines in the section titled Disqualification.

### **Disqualification**

A person will be disqualified and prohibited from serving as a volunteer if he/she has been found guilty of the following crimes. Guilty means the individual was found guilty following a trial, entered a plea of guilty or nolo contendere, entered a no contest plea accompanied by court's finding of guilty, regardless of whether there was an adjudication of guilt (conviction) or a withholding of guilt or the record has been expunged. This policy does not apply if criminal charges resulted in acquittal or dismissal.

1. All sexual offenses, regardless of the amount of time since the offense. Examples include, but are not limited to: child molestation, rape, sexual assault, sexual battery, sodomy, prostitution, solicitation, indecent exposure.
2. All felonies that constitute offenses against the person, regardless of the amount of time since the offense. Examples include, but are not limited to: murder, manslaughter, aggravated assault, kidnapping, robbery, aggravated burglary.
3. Any crimes involving children, individuals with special needs, the elderly or animals regardless of the amount of time since the offense.
4. All misdemeanors that constitute offenses against the person within the past 7 years. Examples include, but are not limited to: simple assault, battery, domestic violence, hit & run.
5. All misdemeanor drug and alcohol offenses within the past 5 years or multiple of such offenses in the past 10 years. Examples include, but are not limited to: driving under the influence, simple drug possession, drunk and disorderly, public intoxication, possession of drug paraphernalia.
6. Any other misdemeanor within the past 5 years that could be considered a potential danger to children or is directly related to the functions of the applicant. Example of this is theft if the person is handling money.

In addition, applicants will be disqualified if they have:

7. Been adjudged liable for civil penalties or damages involving sexual or physical abuse of children.
8. Been subject to any court order involving sexual abuse or physical abuse of a minor, including but not limited to a domestic order or protection.
9. Had their parental rights terminated.



**CONSENT FOR CRIMINAL BACKGROUND CHECK**

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Middle Initial: \_\_\_\_\_

Street Address: \_\_\_\_\_ Apt: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_

County: \_\_\_\_\_ Date of Birth: \_\_\_\_\_ DL#: \_\_\_\_\_ DL State: \_\_\_\_\_

Have you ever been charged with or convicted of a crime?  Y  N If Yes please explain, \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

I authorize Rising Hope Farms to conduct and review results of a background check. I understand that such access is for the purpose of considering my application as an employee/volunteer, and that I expressly DO NOT authorize Rising Hope Farms, its directors, officers, employees, or other volunteers to disseminate this information in any way to any other individual, group, agency, organization, or corporation.

I have read, understand and accept the terms of Rising Hope Farms Background Check Policy.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date