



Child Protection Registry Check: VT EMPLOYERS

Print or type clearly. This form does not apply to regulated child care providers in Vermont.

01/12/21

Section I. Employer Requesting Registry Check

Name of employer:	
Address:	
Phone number	Email:
How would you like to receive the results? Check just one.	
<input type="checkbox"/> Mail results in the self-addressed, stamped envelope I've enclosed with this form.	
<input type="checkbox"/> Email results to this person _____ at this email: _____.	

I certify that this individual is a current employee, contractor or volunteer of this facility/agency or has been given a conditional offer of employment. I understand this information is only for the purposes of determining whether to hire or retain the individual to provide care, custody, treatment, transportation, or supervision of children or vulnerable adults.

Authorized Employer Rep (Print Name)

Authorized Employer Rep (Signature)

Date

Section II. Consent From Current or Prospective Employee, Contractor, or Volunteer

Full name:	Gender: <input type="checkbox"/> Female <input type="checkbox"/> Male	
Address (including street address, city, state, zip code):		
Phone number (include area code)	DOB: ___/___/____ mm/dd/yyyy	Place of birth:
Last 4 digits of SSN: XXX-XX-__ __ __	Any other names used (e.g., maiden name):	

I authorize the release of information of any substantiation against me found in the Vermont Child Protection Registry to the above-named facility/agency.

(Prospective/Current) Staff, Contractor, or Volunteer Signature

Date

Section III. Response from the VT Child Protection Registry (Office Use Only)

<input type="checkbox"/> Employee's name not found in registry ___ initials	<input type="checkbox"/> Employee's name found in registry ___ initials.	
Nature of any finding: _____ Date of finding: _____		
_____ Commissioner's Designee (Print)	_____ Commissioner's Designee (Signature)	_____ Date

Send your completed form to: EMAIL: AHS.ChildAdultAbuseRegistry@vermont.gov FAX: (802) 241-3301
MAIL: DCF - Child Protection Registry, HC1 North Bldg. B, 280 State Drive, Waterbury, Vermont 05671-1080
Please send by U.S. Postal Service. Do not send by private courier or delivery service (e.g., FedEx or UPS).