

NEW YORK STATE
OFFICE OF CHILDREN AND FAMILY SERVICES
REQUEST FOR STAFF EXCLUSION LIST CHECK
Family Type Home for Adults (FTHA) Program

FTHA NAME:
FTHA ADDRESS:

The New York State Justice Center for the Protection of People with Special Needs (Justice Center) maintains a Vulnerable Persons Central Register. That register includes a Staff Exclusion List (SEL) containing the names of individuals who have committed serious acts of abuse. The SEL must be checked as part of the comprehensive background check process for the individual identified below.

Instructions:

Complete the information below to check the Justice Center's SEL. Please PRINT clearly to avoid delays in processing.

If the individual appears on the SEL, a determination will be made whether to hire or allow such a person to have regular and substantial contact with dependent and vulnerable adults in the FTHA program.

First name:	
Last name:	
Middle initial:	Social security number: - -
Role in FTHA: <input type="checkbox"/> operator <input type="checkbox"/> substitute caregiver <input type="checkbox"/> boarder <input type="checkbox"/> household member over age 18	
Date of birth <i>Only if no Social Security number or Alien Registration Number is available:</i> / /	
Alien Registration Number <i>Only if no Social Security number is available:</i>	