



# CHILD CARE ASSISTANCE PROGRAM

Division of Public Assistance  
 Child Care Program Office  
 3601 C Street, Suite 140  
 PO Box 241809, Anchorage, AK 99524-1809

**Office Use Only**

## RELEASE TO REVIEW BACKGROUND INFORMATION

Complete a separate form for the approved relative provider applicant and each individual 16 years of age and older residing (living) in the facility where child care services are conducted. This form is also required for any other person required to be checked under the definition of "individual having contact with children." See reverse side for regulations and definitions.

Last Name	First Name	Middle Name	Name of Facility	
Street Address			City	State Zip Code
Alaska (AK) Residency: _____ Years _____ Months		Date of Birth: _____ <input type="checkbox"/> Male <input type="checkbox"/> Female		
If in AK less than 12 months: Last State of Residence: _____				
Aliases, Maiden Name, Previous Married Name(s)		Social Security Number: _____		
		Driver's License #/State: _____		

I authorize the Department of Health and Social Services representative to obtain and review criminal history information including: criminal justice information; information regarding adjudication as a delinquent for each individual who is 16 to 20 years of age, in accordance with AS 47.12.310(e); protective records developed under AS 47.17 Child Protection; and child care licensing records.

I understand the department will not approve an individual to be in contact with children in care if they are named on the centralized registry established under 7 AAC 10.955; was the subject of a prior adverse licensing action of the kind described in AS 47.32.140(d)(5)-(7) or was charged with, convicted of, found not guilty by reason of insanity for, or adjudicated as a delinquent for an offense that is a barrier crime under 7 AAC 10.905.

I certify that the contents of this form and information provided with it are true, accurate, and complete. I understand that this information may otherwise be confidential and that I am waiving that confidentiality and any claim I may have with regard to release of these records to the Department of Health and Social Services or its designee in order for my eligibility as a child care provider to be determined or my eligibility to reside in a facility in which child care services are provided

**\*\* Note:** A Parent's or legal guardian's permission signature and date is required for all 16 and 17 year old individuals in contact with children in a child care facility, in addition to the 16 and/or 17 year old individual's signature and date. Parents please sign below your child.

\_\_\_\_\_  
 Signature of Applicant/Member of the Household

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Signature of Parent or Legal Guardian of a 16 or 17 year old household member named above

\_\_\_\_\_  
 Date

**Definitions applicable to approved relative providers:**

**7 AAC 41.205** (e) “individual having contact with children in care is an individual who has the opportunity to gain access to any area where child care is provided, a member of the provider’s household, or an individual who resides in a part of the premises where child care is provided. An individual in contact with children in care does not include:

- (1) a parent of a child in care, unless the parent is a caregiver or a member of the provider’s household;
- (2) a parent's designee to drop off and pick up a child in care, unless the designee is a caregiver;
- (3) a personal physician, an infant learning teacher, an attendant for a child with special needs as described in 7 AAC 57.940, a licenser, a fire marshal, a food services sponsor, or another similar individual who occasionally provides support services to the child care facility or to a child in care;
- (4) an individual who is a vendor or an industry representative, or who provides delivery, installation, maintenance, or repair services, if the provider provides supervised access while that individual is present in the child care facility while children are in care;
- (5) an occasional guest of the provider or of a child in care, if the provider provides supervised access while that guest is present in the child care facility;
- (6) an individual who resides in a part of the premises that house a child care facility, if the
  - (A) individual is not a caregiver;
  - (B) individual remains or intends to remain in the child care facility for less than 45 days, in total, in any 12 month period; and
  - (C) provider provides supervised access if the individual is present in the child care facility while children are in care; or
- (7) an individual coming into incidental contact with children during an outing away from the child care facility.

**AS 47.12 Delinquent Minors**

AS 47.12.310(e) A person may authorize the department to release information to the military or to a prospective employer about the existence of a delinquency adjudication against that person under this chapter and the offense on which it was based.

**AS 47.32 Centralized Licensing and Related Administrative Procedures**

AS 47.32.140(d) The department may take one or more of the following enforcement actions under this section...

- (5) nonrenewal of the entity’s license;
- (6) revocation of the entity’s license or, if the entity is not licensed under this chapter, revocation of the entity’s ability to become licensed under this chapter;
- (7) issuance of an order requiring closure, immediate or otherwise, of the entity regardless of whether the entity is licensed or unlicensed...

A matrix of the barrier crimes identified in 7 AAC 10.905 is available on the Child Care Program Office website at: <http://dhss.alaska.gov/dpa/Pages/ccare/regs.aspx>