

**DEPARTMENT OF DEVELOPMENTAL SERVICES**

1600 NINTH STREET, Room 320, MS 3-8  
SACRAMENTO, CA 95814  
TDD 654-2054 (For the Hearing Impaired)  
(916) 654-2300



DATE: September 24, 2015

TO: REGIONAL CENTER EXECUTIVE DIRECTORS

SUBJECT: SELF-DETERMINATION SERVICE PROVIDER BACKGROUND CHECKS

The purpose of this correspondence is to identify the providers of services and supports who must obtain a criminal background check in order to provide services for consumers in the Self-Determination Program (Welfare and Institutions Code §4685.8(w)).

The following individuals are required to obtain a criminal background check:

- Providers who provide direct personal care services (assistance with dressing, grooming, bathing or personal hygiene services) and,
- Any other provider of services for whom a criminal background check is requested by a participant or the participant's financial management service.

The participant's financial management service provider will assist applicable service providers in this process by directing them to appropriate locations where fingerprints can be taken. As a reminder, the cost for fingerprinting is the responsibility of the service provider.

If there are any questions regarding the criminal background check requirements, please contact 916-653-7710.

Sincerely,

*Original signed by:*

JIM KNIGHT  
Assistant Deputy Director  
Community Services Division

cc: Regional Center Administrators  
Regional Center Chief Counselors  
Association of Regional Center Agencies  
State Council on Developmental Disabilities  
Disability Rights California  
Self-Determination Program Advisory Group  
Santi J. Rogers, Department of Developmental Services  
John Doyle, Department of Developmental Services  
Brian Winfield, Department of Developmental Services

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