

CHILDREN'S SERVICE WORKER
CONSENT FORM FOR MANDATED
BACKGROUND CHECKS
ACCOUNT # 5076453012

Because the position for which you are applying, or for which you have been hired or taken on as a volunteer, includes or may include the provision of care, treatment, education, training, instruction, or recreation to children, the City of Northfield, 801 Washington, Northfield, MN 55057, requires that a background check be performed pursuant to the Minnesota Child Protection Background Check Law, Minnesota Statutes Sections 299C.60 to 299C.64. For purposes of this background check, and subject to the attached Tennessee Warning, please answer the following questions.

1. Last Name (please print): _____
2. First Name (please print): _____
3. Middle Name (full) (please print): _____
4. List all Maiden, Alias or Former Names (please print): _____
5. Date of birth: _____ Sex: _____
Month/Day/Year M or F
6. Social Security Number: _____
7. Have you ever been convicted of a background check crime including:
child abuse crimes, murder, manslaughter, felony level assault or any assault crime committed against a minor, kidnapping, arson, criminal sexual conduct, and prostitution-related crimes,
or any of the crimes listed on the attached Exhibit A? _____ yes _____ no
If so, describe the crime(s) and the particulars of the conviction(s) (attach extra pages if necessary):

You are hereby notified that the City of Northfield will request that the Superintendent of the Minnesota Bureau of Criminal Apprehension will perform a background check pursuant to the Minnesota Child Protection Background Law. You are further notified that you have the following rights under that law:

- a. The right to be informed that a children's service provider will request a background check on you:
 - i. For purposes of your application to be employed by, volunteer with, or be an owner of a children's service provider or for purposes of continuing as an employee, volunteer, or owner; and
 - ii. To determine whether you have been convicted of any crime specified in Minnesota Statutes Section 299C.61, Subd. 2 or 4;
- b. The right to be informed by the City of Northfield of the Superintendent's response to the background check and to obtain from the City of Northfield a copy of the background check report;
- c. The right to obtain from the Superintendent any record that forms the basis for the report;
- d. The right to challenge the accuracy and completeness of any information contained in the report or record pursuant to Minnesota Statutes Section 13.04, Subd. 4;
- e. The right to be informed by the City of Northfield if your application to be employed with, volunteer with, or be an owner of a children's service provider, or to continue as an employee, volunteer, or owner, has been denied because of the Superintendent's response;
- f. The right not to be required directly or indirectly to pay the cost of the background check.

I, THE UNDERSIGNED CHILDREN'S SERVICE WORKER OR APPLICANT, AFFIRM THAT I HAVE READ, UNDERSTOOD, AND TRUTHFULLY COMPLETED THE FOREGOING INFORMATION SHEET AND ATTACHMENTS.

Applicant

Date

CHILDREN'S SERVICE WORKER

MANDATED BACKGROUND CHECK TENNESSEN WARNING

As an employee, volunteer or applicant of the City of Northfield who is or may be involved in children's services, you have been asked to supply certain private or confidential information for purposes of a child protection background check. The Consent Form For Mandated Background Checks you have been asked to fill out and sign contains some rights provided to you by the Minnesota Child Protection Background Check Act.

In accordance with the Minnesota Government Data Practices Act, an individual required by the City of Northfield to supply private or confidential information concerning himself or herself must also be informed as follows:

1. The purpose and intended use of the requested data within the City of Northfield:

The information is requested to facilitate a child protection background check by the Minnesota Bureau of Criminal Apprehension, specifically to verify whether you have ever been convicted of certain crimes which affect your suitability to work with children.

2. Whether you may refuse or whether you are legally required to supply the requested information:

You may refuse to supply the requested information. You are not legally required to supply it.

3. Any known consequence arising from supplying or refusing to supply the requested information:

If it appears that you have been convicted of a background check crime or a child abuse crime as specified in the Minnesota Child Protection Background Check Act, you may be dismissed by the City of Northfield from employment or as a volunteer involved in children's services, or your application for employment or volunteer status may be denied. If you refuse to supply the requested information, you may similarly be dismissed or your application may be denied.

4. The identity of other persons or entities authorized by state or federal law to receive the information you supply:

The information you supply will or may be received by the City of Northfield Human Resources Manager, the State of Minnesota Bureau of Criminal Apprehension, and, if necessary for proper operation of children's services by the City of Northfield in which you are or may be involved, City staff and officials involved in such children's services.

**CHILDREN'S SERVICE WORKER
MANDATED BACKGROUND CHECK
TENNESSEN WARNING**

A "background check crime" including:

- arson
- murder
- kidnapping
- manslaughter
- child abuse crimes
- felony level assault
- criminal sexual conduct
- prostitution-related crimes
- any assault crime committed against a minor

A "child abuse crime" including:

(1) an act committed against a minor victim that constitutes a violation of Minnesota Statutes Section:

| | |
|---------------------|--|
| 609.185, clause (5) | Murder in the 1 st degree |
| 609.221 | Assault in the 1 st degree |
| 609.222 | Assault in the 2 nd degree |
| 609.223 | Assault in the 3 rd degree |
| 609.224 | Assault in the 5 th degree |
| 609.2242 | Domestic assault |
| 609.322 | Solicitation, inducement and promotion of prostitution |
| 609.323 | Receiving profit derived from prostitution |
| 609.324 | Other prohibited acts |
| 609.342 | Criminal sexual conduct in the 1 st degree |
| 609.343 | Criminal sexual conduct in the 2 nd degree |
| 609.344 | Criminal sexual conduct in the 3 rd degree |
| 609.345 | Criminal sexual conduct in the 4 th degree |
| 609.352 | Solicitation of children to engage in sexual conduct |
| 309.377 | Malicious punishment of a child |
| 309.378 | Neglect of a child |

(2) or a violation of Section:

| | |
|---|---|
| 152.021, Subd. 1, clause (4) | Controlled substance crime in the first degree |
| 152.022, Subd. 1, clause (5) or (6) | Controlled substance crime in the second degree |
| 152.023, Subd. 1, clause (3) or (4) | Controlled substance crime in the third degree |
| 152.023, Subd. 2, clause (4) or (6) | Controlled substance crime in the third degree |
| 152.024, Subd. 1, clause (2), (3), or (4) | Controlled substance crime in the fourth degree |