Has the CIL verified that the individual must undergo a Level 2 screening using the "PROCESS FOR DETERMINING WHAT INDIVIDUALS NEED TO BE SCREENED" flowchart?

Yes

Is it an appointment/hire made after July 1, 2013?

No

Use the "PROCESS FOR DETERMINING WHAT INDIVIDUALS NEED TO BE SCREENED" flowchart first.

Yes

Use the Clearinghouse for screenings.

Is the Clearinghouse available?

Yes

Use the Clearinghouse for screenings.

No

Use the Clearinghouse for screenings on July 1, 2013.

Has the employee been screened by AHCA, DOH, DCF, APD or DOEA before?

No

Have the employee been screened by AHCA, DOH, DCF, APD or DOEA before?

Yes

Was the screening done after July 1, 2008?

Yes

Follow the directions on the VR affidavit to submit the required information.

No

Connect the screening in the Clearinghouse to VR on July 1, 2013.

No

Follow the directions on the VR affidavit to submit the required information.

Has the employee had a break in service of more than 90 days from a position that requires a Level 2 screening?

Yes

Follow the directions on the VR affidavit to submit the required information.

No

Does the employee need to be screened by AHCA, DOH, DCF, APD or DOEA to work at the CIL?

No

Use the Clearinghouse for screenings on July 1, 2013.

Yes

Is the Clearinghouse available?

Use the Clearinghouse for screenings.

Have the screening done.

This chart assumes that the Background Screening Clearinghouse will be in operation on July 1, 2013.

Additional information about who the background screening requirements apply to and how to use the Clearinghouse will be provided separately.