



BACKGROUND CHECKS

SES Providers that are not school districts must complete the Missouri VECHS (Volunteer and Employee Criminal History Service) application and user agreement with the Missouri Highway Patrol before they can request background checks and fingerprint checks for prospective tutors. With enrollment into this program, the SES providers would be eligible to receive state (open and closed) and FBI criminal history record information, if any, from fingerprint submission on their employees and volunteers. The program requires services to children, elderly, or persons with disabilities and is established under the National Child Protection Act, as amended by Volunteers for Children Act.

Upon approval, each provider will be given an ORI and agency OCA (the OCA is a 9-digit number that identifies the agency as an authorized entity). The approval process generally takes about 1-2 weeks.

The document(s) containing the results of the background check must be secured in a physical location that is within the State of Missouri borders, is auditable, and the documents MAY NOT under any circumstances leave the State of Missouri.

For information about the MoVECHS Program contact:

**Missouri State Highway Patrol
Criminal Justice Information Services Division
MoVECHS Program
P. O. Box 9500
Jefferson City, MO 65102-9500
(573) 526-6345**

<http://www.mshp.dps.mo.gov/MSHPWeb/PatrolDivisions/CRID/MoVECHSProgram.html>