



NEW SUPERINTENDENT MEETING

March 2015

Missouri Department
of Elementary and Secondary Education

Background Checks

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- Fingerprint & name checks are completed through the Missouri State Highway Patrol.
- Individuals must register for fingerprinting through the **Missouri Automated Criminal History Site (MACHS)** provided by the Highway Patrol.
- The registration site is located at www.machs.mo.gov



MACHS – Phase I

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- Allows applicants for certification or employment to register for fingerprinting.
- Allows Highway Patrol (HP) & FBI to electronically process the fingerprints.



MACHS – Phase II

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- Provides district access to the MACHS site
 - To monitor fingerprinting process for certified & non-certified staff
 - To view status of background checks
 - To receive background check results for Uncertified Staff, Bus Drivers, Certified Staff & Substitutes





Missouri State Highway Patrol



Missouri Automated Criminal History System (MACHS)

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Name Search Portal

FAQ

Links

Fingerprint Portal - Registration

[Modify/Cancel Existing Registration](#)

[Check Fingerprint Status](#)

[Fingerprint Location Map](#)

Fingerprint Portal - Administration

[Log-in to the Fingerprint Search Portal](#)

[About MOVECHS](#)

Name Search Portal

[Log-in to the Name Search Portal](#)

Welcome to the Missouri Automated Criminal History Site (MACHS)

As the custodian of criminal history information for the state of Missouri, it is the responsibility of the Missouri State Highway Patrol's Criminal Justice Information Services Division to provide public access to criminal history information.

The MACHS site may be used to conduct online name based criminal history searches or to register for fingerprinting through the automated site which includes a subsequent fingerprint submission by means of the State of Missouri's Fingerprinting Services Vendor, currently 3M/Cogent.

[Click here to Register with the Fingerprint Portal](#)

[Click here to Register with the Name Search Portal](#)



MACHS II – Next Steps

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- Districts will designate 2 individuals to have access to the MACHS portal. One will be the district superintendent.
 - This will be completed through the DESE User Management System.

- Highway Patrol will provide security awareness training to district representatives.



MACHS II – Next Steps

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- Designated district representatives must attend the HP security training.
- Once training is completed, then HP will grant access to the MACHS portal.
- Districts will access MACHS to obtain results of background checks.



Background Check Results

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- On average, background check results should be returned within 12-15 minutes.

- Results will be identified by the following:
 - B = Bus Driver
 - C = Certified
 - U = Uncertified
 - S = Substitute



Background Check Results

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Results will indicate one of the following:

- Cleared – No records
- or
- Criminal Record Attached



MACHS II -Rapback

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- Real-time feedback for mandated criminal background name checks
- Automatic email notification of arrests to district official
- Notification within 24 hours



Policy Compliance Review

- All districts that receive fingerprint-based criminal history results from the HP and FBI are audited on a triennial basis.
- The review consists of, in part:
 - Use and receipt of the criminal history results
 - Access (who has access? what purpose?)
 - Storage (are the criminal history results retained? how long? where? who has access?)



Dissemination Clarification

- Districts may share results with other public school districts.
- Districts cannot share results with private schools, private agencies, universities, or contractors.



Background Checks - Statistics

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- 2001 - Current = 479,972

- FY14 = 39,664
 - 93% cleared
 - 7% not cleared



Contact Us

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