



**The County of Jefferson
DEPARTMENT OF SOCIAL SERVICES**

Human Services Building 250 Arsenal Street Watertown, New York 13601

Jefferson County Department of Social Services (JCDSS) requires that a background check be done on all individuals applying to transport clients to/from medical and/or service appointments. The following is a list of databases that will be checked:

- I. Criminal Background
County criminal records shall include, but not be limited to, criminal records available through a county clerk’s office, a county law enforcement office, a county jail or county court
- II. CLEAR Report
Used to verify addresses, driver licenses, motor vehicle registrations, criminal filings and sex offender registrations throughout the United States
- III. New York State Office of Children and Family Services’ Child Care Facility System
Reveals whether the applicant has been denied a NYS daycare license or registration or had a daycare license or registration revoked or suspended
- IV. New York State Division of Criminal Justice Sex Offender Registry
Reveals if applicant is listed on the NYS Sex Offender Registry
- V. Department of Motor Vehicles
Used to verify address and driving record of applicant
- VI. New York State Department of Corrections and Community Supervision Website
Used to verify criminal history and incarcerations of applicant
- VII. Statewide Central Register Database Check
Used to determine if the applicant has been the subject of an indicated report of child abuse and/or maltreatment

By signing this form, you are acknowledging that you have read and understand the above information and that you give your permission for the release of records and information to/from Jefferson County Department of Social Services to/from the sources listed above. I understand that this information can be used to determine approval to transport JCDSS clients to/from medical and/or service appointments.

This release is to be in effect for 12 months from the date of signature. I am consenting to a photocopy of this authorization being used with the same authority as the original.

Driver’s Name (Print) Driver’s Signature Date

Current Street Address City State Zip Code