

Background Check Matrix for Adoptions Desk Guide

	National Name Based Criminal History Check	Follow Up Action for Name Based Check Form	Fingerprint-Based National Criminal History Check Ages 18 +	CPS History Check All Ages	Sex Offender Registry Check Ages 14 +	Local Law Enforcement Records Check Ages 18 +	Indiana Limited Criminal History Ages 18 +
Adoption Background Check Timeframe	Do Not Complete	NO	Prior to Placement	Prior to Placement;	Prior to Placement	Prior to Placement	NO
Household members age 18 and over	No	No	Yes ¹	Yes	Yes	Yes	NO
Household members age 14-17	No	No	No	Yes	Yes	No	NO
Household members age 0-13	No	No	No	Yes	No	No	NO
Custodial and Noncustodial parents and their household members	No	No	No	Optional, use discretion	Optional, use discretion	Optional, Use discretion	Optional, use discretion
Childcare, licensed outside home	No	No	No	No	No	No	No
Child Care, all other types in or outside home	No	No	No	Optional, use discretion	Optional, use discretion	No	Optional, use discretion
Extracurricular Activity Individual. Including visitation, overnight visits with friends or family	No	No	No	Optional, use discretion	Optional, use discretion	No	Optional, use discretion

¹ See Exceptions to Fingerprint-Based Checks in the policy.