

## Checklist for New Parish Volunteers at St. Jane Frances de Chantal Church

### How to become compliant with the ADW CHILD PROTECTION & SAFE ENVIRONMENT POLICY

*All volunteers and employees at St. Jane Frances de Chantal Church must complete the VIRTUS Child Protection & Safe Environment process of the Archdiocese of Washington (ADW) and be VIRTUS-compliant and VIRTUS-certified **before** beginning to volunteer or assuming their duties.*

- Register as a “First-Time Registrant” with the ADW Office of Child and Youth Protection & Safe Environment at [www.virtus.org](http://www.virtus.org) under “**St. Jane Frances de Chantal (202) (Bethesda).**”
  - Do NOT sign up under “St. Jane de Chantal School (Bethesda).”
  - Be sure to register using your legal name as it appears on your identification documents and always use that name on VIRTUS.
  - While registering, you must read and agree to the **Code of Conduct** and answer the question about **Contact with Minors.**
  
- Under First-Time Registrant on the VIRTUS website, also click on “View a list of sessions” to register for a required live **VIRTUS Child Protection & Safe Environment training session**, called “Protecting God’s Children for Adults.” This class must be taken live and cannot be taken on-line.
  - Select “Washington, DC (Archdiocese)” to review the available classes in the Washington Archdiocese and follow the prompts to register.
  
- Complete the ADW **Volunteer Application**; this is available from the Parish Office OR by clicking “Child Protection & Safe Environment” at [www.adw.org](http://www.adw.org) and scrolling down to “Volunteer Application” under “Volunteer and Employee Information.”
  
- When you attend the required VIRTUS Child Protection & Safe Environment training class, you will receive the **ADW Child Protection Policy**. Review this policy, then complete and sign the **Employee/Volunteer section** of the **ADW Child Protection Policy Acknowledgment Page (Appendix E, page 56)** and the **Code of Conduct Acknowledgment Page (Appendix F, page 70)**.
  
- Fingerprinting is required to complete the VIRTUS Child Protection & Safe Environment process. Make an appointment to be fingerprinted.
  - Go online to find a fingerprinting location in the Archdiocese of Washington. In Maryland, locations are listed at [www.dpscs.state.md.us/publicservs/fingerprint](http://www.dpscs.state.md.us/publicservs/fingerprint). In the District of Columbia, call the Metropolitan Police Department at (202) 727-4409. For your convenience, a **list of fingerprinting locations is also attached.**
  - Call to confirm that a fingerprint technician is available and that **both State and Federal screening** will be done, using the ADW Authorization Number that is on **the attached fillable Livescan Pre-Registration Fingerprinting Application.**
  - Bring to your fingerprinting appointment:
    - The completed Livescan Pre-Registration Application;
    - A valid form of government identification. (driver’s license, certificate of naturalization, passport, or military identification); and
    - The fee to submit and process fingerprints, which will vary from \$40 to \$60, depending on the location. Major credit cards and checks are accepted. Cash and money orders are not accepted at state-operated fingerprinting centers.
  - Please notify Jeanmarie Keeney in the Parish Office when you have been fingerprinted: [parish.office@stjanedechantal.org](mailto:parish.office@stjanedechantal.org) or 301-530-1550.

- Also contact Jeanmarie in the Parish Office to schedule an appointment to create a VIRTUS file in the parish. Bring the following required documents to the appointment at the Parish Office, which is located in the basement of the rectory, across the parking lot from the church:
  - The completed **Volunteer Application**, which can be found at <https://adw.org/wp-content/uploads/sites/2/2019/08/Appendix-C-VOLUNTEER-APPLICATION.pdf>.
  - **Two forms of valid, state-issued identification**, one of which must be a picture ID with signature. Please note: Although military IDs are not acceptable, the following **IDs are acceptable**:
    - Driver's license;
    - U.S. passport or passport card;
    - U.S. birth certificate or Social Security card;
    - Alien registration card with photograph;
    - Permanent resident card or certificate of naturalization; and
    - State or federal employee ID with signature and photo.
  - The **Certificate of Training Attendance** from your VIRTUS training
  - The **ORIGINAL** signed **ADW Child Protection Policy Acknowledgment Page** and **Code of Conduct Acknowledgment Page** from the Child Protection Policy booklet that was distributed at the VIRTUS training.

Please note: If you do not complete the live VIRTUS Child Protection & Safe Environment class within 60 days of establishing your VIRTUS account, your VIRTUS account will be subject to inactivation/deletion. Should this situation occur, contact Jeanmarie at 301-530-1550 or parish.office@stjanedechantal.org.

*You will be notified when the ADW certifies you as fully compliant with the VIRTUS Child Protection & Safe Environment requirements. **You may not begin to volunteer or work with children at St. Jane Frances de Chantal Church until the ADW has certified you as fully VIRTUS-compliant.** Please contact Jeanmarie if you have any questions.*

7/14/2020



# ARCHDIOCESE OF WASHINGTON

## **CHILD PROTECTION AND SAFE ENVIRONMENT**

*Pastoral Center: 5001 Eastern Avenue, Hyattsville, MD 20782*

*Mailing Address: P.O. Box 29260, Washington, D.C. 20017*

*Phone: (301) 853-5328 Fax: (301) 853-7675*

*Email: [Childprotection@adw.org](mailto:Childprotection@adw.org)*

## Operated Fingerprinting Centers

<https://www.dpscs.state.md.us/publicservs/fingerprint.shtml>

### **Government Operated Services**

| <b>AGENCY</b>  | <b>ADDRESS</b>                                   | <b>PHONE</b> |
|--|--|--------------|
| <a href="#">Annapolis Police Department</a>                                  | 199 Taylor Avenue<br>Annapolis, MD 21401         | 410.268.9000 |
| <a href="#">Berlin Police Department</a>                                     | 10 William Street<br>Berlin, MD 21811            | 410.641.1333 |
| <a href="#">Cecil College Public Safety Department</a>                       | 1 Seahawk Dr.<br>North East MD 21901             | 410.287.1619 |
| <a href="#">Charles County Sheriff's Office</a>                              | 11110 Mall Circle<br>Waldorf, MD 20603           | 301.609.6438 |
| <a href="#">Cecil county sheriff's Office</a>                                | 107 Chesapeake Blvd.<br>Elkton, MD 21921         | 410.392.2118 |
| <a href="#">Frederick County Sheriff's Office</a>                            | 110 Airport Drive East<br>Frederick, MD 21701    | 301.600.4058 |
| Frostburg State University Police  | 101 Braddock Road<br>Frostburg, MD 21532         | 301.687.4223 |
| <a href="#">Garrett County Sheriff's Office</a>                              | 311 E Alder St<br>Oakland MD 21550               | 301-334-5040 |
| <a href="#">Glenarden Police Department</a>                                  | 8600 Glenarden Parkway<br>Glenarden, MD 20706    | 301.772.3214 |
| <a href="#">Harford County Sheriff's Office<br/>Headquarters</a>             | 45 South Main Street<br>Bel Air, MD 21014        | 410.836.5470 |
| <a href="#">Harford County Sheriff's Office<br/>Northern Precinct</a>        | 3726 Norrisville Road<br>Jarrettsville, MD 21084 | 410.692.7880 |
| <a href="#">Harford County Sheriff's Office<br/>Southern Precinct</a>        | 1305 Pulaski Highway<br>Joppa, MD 21085          | 410.612.1717 |
| <a href="#">Laurel Police Department</a>                                     | 811 Fifth St.<br>Laurel, MD 20707                | 301.498.0092 |
| Queen Anne's County Sheriff's Office   | 505 Railroad Ave.<br>Centreville, MD 21617       | 410.758.0770 |
| <a href="#">Rockville City Police Department</a>                             | 2 W. Montgomery Avenue<br>Rockville, MD 20850    | 240.314.8924 |
| <a href="#">Salisbury University Police<br/>Fingerprint Services - EC149</a> | 110 Power Street<br>Salisbury, MD 21801          | 410.548.2900 |
| <a href="#">St. Mary's County Sheriff's Office</a>                           | 23150 Leonard Hall Drive<br>Leonardtwn, MD 20650 | 301.475.8008 |



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| <b>AGENCY</b>  | <b>ADDRESS</b>  | <b>PHONE</b> |
|--|---|--------------|
| <a href="#">UMBC Police Department</a>               | 1000 Hilltop Circle<br>Baltimore, MD 21250  | 410.455.1685 |
| <a href="#">University of Maryland, College Park</a> | Department of Public Safety<br>Pocomoke Building 7569<br>Baltimore Avenue<br>College Park, MD 20742 | 301.405.5758 |

### **Private Operated Services**

| <b>PRIVATE PROVIDERS</b>   | <b>ADDRESS</b>   | <b>PHONE</b>         |
|--|--|----------------------|
| <a href="#">1A Fingerprinting</a>  | 4367 Hollins Ferry Road<br>Ste 3A<br>Halethorpe, MD 21227  | 443.297.0351         |
| <a href="#">3M Cogent Fingerprinting Services</a><br>c/o Bay Shore Services, Inc.                  | 1235 Pemberton Dr.<br>Salisbury, MD 21801                  | 410.341.0307<br>x106 |
| <a href="#">3M Cogent Fingerprinting Services</a><br>Main-One (M-1) Solutions, Inc                 | 4300 Forbes Blvd.<br>Suite 220<br>Lanham, MD 20706         | 301.702.7200         |
| 3M Cogent Fingerprinting Services<br>c/o Fairmount Heights Police<br>Department                    | 6100 Jost Street<br>Fairmount Heights, MD 20743            | 301.883.9472         |
| <a href="#">3M Cogent Fingerprinting Services</a><br>c/o Xecutive Security Investigations<br>Group | 821 E. Baltimore St.<br>Baltimore, MD 21202                | 410.605.0947         |
| <a href="#">911 Security &amp; Investigations, LLC</a>   | 8115 Fenton Street<br>Suite 303<br>Silver Spring, MD 20910 | 301.755.6138         |



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|--|--|--------------|
| <a href="#">Absolute Investigative Services</a>                  | 604 E. Joppa Road<br>Towson, MD 21286                          | 410.828.6460 |
| <a href="#">Absolute Investigative Services</a>                  | 10514 D Racetrack Road<br>Berlin, MD 21811                     | 410.973.2482 |
| <a href="#">Absolute Investigative Services</a>                  | 139 N. Main Street #103<br>Bel Air, Maryland 21014             | 410.420.6923 |
| <a href="#">Absolute Investigative Services</a>                  | 19 North Court Street<br>Westminster, MD 21157                 | 410.857.6460 |
| <a href="#">Allied Barton Security Services</a>                  | 36 South Charles Street<br>Suite 2204<br>Baltimore, MD 21201   | 443.725.9398 |
| <a href="#">All American Protective Services, LLC</a>            | 6701 Democracy Blvd.<br>Suite 110<br>Bethesda, MD 20817        | 301.571.9479 |
| <a href="#">All American Protective Services, LLC</a>            | 12501 Prosperity Drive<br>Suite 200<br>Silver Spring, MD 20904 | 240.670.7952 |
| <a href="#">All American Protective Services, LLC</a>            | 7361 Calhoun Place<br>Suite 485<br>Rockville, MD 20855         | 301.296.4499 |
| All American Protective Services, LLC<br>(Newly Opened Location) | 12800 Middlebrook Road<br>Suite 112-B<br>Germantown, MD 20874  | 301.383.9651 |



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|--|--|--|
| <a href="#">American Fingerprinting Services</a>                               | 3 Bethesda Metro Center<br>Suite 700<br>Bethesda, MD 20814                   | 301.961.1998                               |
| <a href="#">Apex Investigative Services</a>                                    | 1916 Crain Hwy S. Ste. 11<br>Glen Burnie, MD 21061                           | 410.590.3700                               |
| Apex Nursing Services  | 6480 New Hampshire Ave.<br>Suite 305<br>Takoma Park, MD 20912                | 301.448.1051                               |
| <a href="#">AQScan at Master Security</a><br>(by Gilroy Rd light rail station) | 10946 Beaver Dam Road<br>Suite D<br>Hunt Valley, MD 21030                    | 833.4AQ.SCAN<br>833.427.7226               |
| <a href="#">Biometrics Identity Verification System</a>                        | 1005 North Point Blvd<br>Suite 728<br>Baltimore, MD 21224                    | 443-503-6073                               |
| <a href="#">Biometrics Identity Verification System</a>                        | 5010 Sunnyside Avenue #300<br>Beltsville, Maryland 20705                     | 301.477.3210                               |
| <a href="#">Biometrics Identity Verification System</a>                        | 10320 Little Patuxent<br>Parkway<br>Suite 200-Unit 230<br>Columbia, MD 21044 | 301.661.1140                               |
| <a href="#">Biometrics Identity Verification System</a>                        | 4005 Seven Mile Lane<br>Pikesville, MD 21208                                 | 443.213.8908 (phone)<br>443.213.8605 (fax) |
| <a href="#">Broadway Services, Inc.</a>  | 3709 E. Monument St.<br>Baltimore, Maryland 21205                            | 410.563.6949                               |



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|--|---|--------------------------------|
| <a href="#">Cambridge Federal</a>  | 104 Tech Park Drive<br>Cambridge, MD 21613                      | 410.221.7546                   |
| <a href="#">Cambridge Federal</a>  | 112 Saint Claire Place<br>Suite 201 B<br>Stevensville, MD 21666 | 410.221.7546                   |
| <a href="#">CareFirst Community Health, LLC</a>                          | 626 Potomac Avenue<br>Hagerstown, MD 21740                      | 301.383.9981                   |
| Dynamic, Inc.  | 5209 York Road, Room B2A<br>Baltimore, MD 21212                 | 443.518.6017                   |
| <a href="#">E House Executive Security Professionals, Inc</a>            | 4710 Auth PI Suite 420<br>Suitland, MD 20746                    | 301.899.2828                   |
| <a href="#">Essential Support Services</a>                               | 2028 Liberty Road<br>Suite 102<br>Eldersburg, MD 21784          | 443.547.2223<br>1.866.388.9606 |
| <a href="#">Essential Support Services</a><br>(at Bollinger Gunsmithing) | 19 W. Baltimore Street<br>Taneytown, MD 21787                   | 410.756.5454                   |
| <a href="#">Family and Friends Healthcare, Inc.</a>                      | 9642 Marlboro Pike<br>Upper Marlboro, MD 20772                  | 301.909.0143                   |
| <a href="#">Fingerprint ASAP</a>   | 6214 Reisterstown Road<br>Baltimore, MD 21215                   | 443.213.8245                   |
| Fingerprint Express  | 2401 Blueridge Avenue<br>Suite 401<br>Silver Spring, MD 20902   | 301.728.4947                   |



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| <b>PRIVATE PROVIDERS</b>                                | <b>ADDRESS</b>   | <b>PHONE</b>                 |
|---|--|------------------------------|
| <a href="#">FreeState Gun Range</a>                     | 11500 Crossroads Circle<br>Suite J<br>Middle River, MD 21220                               | 410.335.5100                 |
| <a href="#">FYI Fingerprints</a>                        | 3696 Park Avenue<br>Ellicott City, MD 21043  | 410.418.4657                 |
| Global Consulting Services of MD                        | 6610 Reisterstown Road<br>(Inside the Plaza near the<br>Food Court)<br>Baltimore, MD 21215 | 410.585.0100                 |
| <a href="#">Grand Mission Consult</a>                   | 7515 Annapolis Rd #203<br>Hyattsville, MD 20784  | 301.429.0525                 |
| <a href="#">Greenbelt Fingerprinting</a>                | 6215 Greenbelt Road<br>Suite 204<br>Greenbelt, MD 20740                                    | 301.345.0060                 |
| Grand Mission Consult<br>c/o L.A.W Livescan Consultant  | 1826 Woodlawn Drive, Suite<br>#2<br>Woodlawn, Maryland 21207                               | 443.200.2167<br>443.562.8968 |
| <a href="#">Heritage Training &amp; Shooting Center</a> | 4537 Metropolitan Court<br>Frederick, MD 21704   | 240.341.4006                 |
| <a href="#">Hughes Barney Investigations</a>            | 9315 Largo Drive West<br>Suite 210<br>Largo (Upper Marlboro), MD<br>20774                  | 301.333.1728                 |





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|---|---|--|
| <a href="#">Inquiries Screening</a>                       | 8707 Commerce Dr.<br>Suite A<br>Easton, MD 21601  | 1.877.702.7107                                     |
| <a href="#">Inquiries Screening at Authxperts</a>         | 9211 Corporate Blvd.<br>Suite 215<br>Rockville, MD 20850                                  | 866.721.0746<br>301.926.2640 X100                  |
| <a href="#">IOTA Security and Detective Agency, Ltd</a>   | 11410 Marriottsville, Rd.<br>Bldg. #7<br>Marriottsville, MD 21104                         | 410.750.3278                                       |
| Law Enforcement Institute of MD                           | 30385 Three Notch RD<br>Charlotte Hall, MD 20622  | 240.309.4019                                       |
| Live Scan Pro   | 4920 Niagara Road, Suite<br>102<br>College Park, MD 20740                                 | 301.637.7078                                       |
| <a href="#">Maryland Livescan</a>                         | The Empire Towers Building<br>7310 Ritchie Hwy<br>Suite 610<br>Glen Burnie, MD 21061-3290 | 410.761.6700                                       |
| <a href="#">Mid-Atlantic Regional Investigations, LLC</a> | 1202 West Street<br>Annapolis, MD 21401   | 888.320.7775                                       |
| Morning Star Identity Solutions                           | 101 Lakeforest Boulevard<br>Suite 402<br>Gaithersburg, MD 20877                           | 301.977.7393 (local)<br>1.844.977.7393 (toll-free) |



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|--|--|--|
| <a href="#">MorphoTrust USA (L-1)</a><br>c/o BITHGROUP Technologies      | 113 Monument Street<br>Baltimore, MD 21201                 | 877.467.9215                                       |
| <a href="#">MorphoTrust USA (L-1)</a><br>c/o Securitas Security Services | 1101 Opal Court<br>Suite 211<br>Hagerstown, MD 21740       | 877.467.9215                                       |
| <a href="#">Mustardseed Health Care Services LLC</a>                     | 15 National PI<br>Westminster, Md 21557                    | 240.439.4373 (local)<br>1.844.239.6721 (toll-free) |
| <a href="#">NAMA Finger Printing, LLC</a>                                | 14300 Gallant Fox Lane<br>Suite 207<br>Bowie, MD 20715     | 301.464.1624                                       |
| <a href="#">Mustardseed Health Care Services LLC</a>                     | 198 Thomas Johnson Dr.<br>Suite 205<br>Frederick, MD 21702 | 240.439.4373 (local)<br>1.844.239.6721 (toll-free) |
| <a href="#">Optimal Health Care, Inc.</a>                                | 8182 Lark Brown Rd<br>Suite 202<br>Elkridge, MD 21075      | 301.790.4962                                       |
| <a href="#">Optimal Health Care, Inc.</a>                                | 6 West Washington Street<br>Hagerstown, MD 21740           | 301.790.4962                                       |
| <a href="#">Optimal Health Care, Inc.</a>                                | 174 Thomas Johnson Dr.<br>Ste 201L<br>Frederick, MD 21702  | 301.790.4962                                       |
| <a href="#">Optimal Health Care, Inc.</a>                                | McMullen Building<br>138 Baltimore St.<br>Suite 202        | 301.790.4962                                       |



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|--|---|--------------|
|  | Cumberland, Maryland,<br>21502                                |              |
| <a href="#">Optimal Health Care, Inc.</a>    | 1550 Deep Creek Dr.<br>Unit G<br>McHenry, Maryland, 21541     | 301.790.4962 |
| <a href="#">Phoenix Protective Solutions</a> | 6239 Crain Highway<br>Upper Marlboro, MD 20772                | 301.459.8322 |
| Police Guard Services                        | 8700 Central Avenue Suite<br>200<br>Capitol Heights, MD 20743 | 301.456.8766 |
| <a href="#">Positive I.D., Inc.</a>          | 103 Sudbrook Lane #2<br>Pikesville, MD 21208                  | 410.602.2479 |
| <a href="#">Prevent First</a>                | 11815 Park Waldorf Lane<br>Suite 523<br>Waldorf, Md. 20601    | 301.645.0275 |
| <a href="#">Prevent First</a>                | 3710 Riviera Street #1A<br>Temple Hills, MD 20748             | 301.423.5414 |
| Procure Home Health Providers                | 549 N. Centre Street, #1<br>Cumberland, MD 21502              | 240.362.7653 |
| <a href="#">ProtectPro, LLC</a>              | 1714 W. Jarrettsville Road<br>Jarrettsville, MD 21084         | 410.440.4122 |
| <a href="#">Quick Fingerprints</a>           | 11605 Crossroads Circle<br>Suite F<br>Middle River, MD 21220  | 855.463.7226 |



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|--|---|--|
| <a href="#">Renoxx Group, LLC</a>                            | ID Solutions<br>9500 Annapolis RD<br>Suite B2<br>Lanham, MD 20706 | 301.850.1148   |
| <a href="#">Safe Hire Solutions</a>                          | 180 Main Street<br>Prince Frederick, MD 20678                     | 240.375.7601   |
| <a href="#">Scotty's Investigations, Inc.</a>                | 515 Regina Avenue<br>Cumberland, MD 21502                         | 301.777.0232   |
| <a href="#">Secure Fingerprints</a>                          | 9801 Fallard Court<br>Upper Marlboro, MD 20772                    | 410.350.1540<br>securefingerprints@gmail.com                 |
| <a href="#">Secure Fingerprints</a>                          | 617 Commerce Drive<br>Upper Marlboro, MD 20774                    | 410.404.7099<br>securefingerprints@gmail.com                 |
| Solid Rock Health Care Services, LLC                         | 4920 Niagara Road<br>Suite 107<br>College Park, MD 20740          | 301.446.3070<br>301.446.3071 (fax)<br>solidrockint@yahoo.com |
| <a href="#">Spartan Tactical &amp; Police Supply</a>         | 5735 Industry Lane, # 104<br>Frederick, MD 21704                  | 301.698.8333   |
| <a href="#">Spaulding Security &amp; Investigations, LLC</a> | 22196 Three Notch Road<br>Suite 304<br>Lexington Park, MD 20653   | 410.570.0626   |
| <a href="#">Special Response Corporation</a>                 | 14804 York Road<br>Sparks, MD 21152                               | 410.785.1212   |
| <a href="#">The Training Point</a>                           | 154 Lafayette Ave Unit A<br>Laurel, MD, 20707                     | 301.776.2976   |



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|--|---|--------------|
| <a href="#">Thomas Security</a>                            | 1325 Mt. Hermon Road<br>Salisbury, MD 21804                               | 410.548.5029 |
| <a href="#">Three Brothers</a>                             | 3061 Frederick Avenue<br>Baltimore, MD 21223                              | 410.566.9112 |
| Turevine Biometric Services, LLC                           | 10410 Kensington Parkway,<br>Suite 100-B<br>Kensington, MD 20895          | 240.833.3268 |
| <a href="#">Trident Security Group, LLC.</a>               | 9026 Liberty Road<br>Randallstown, MD 21133                               | 443-800-1949 |
| <a href="#">United Security &amp; Communications, Inc.</a> | 5415 Southern Maryland<br>Blvd.<br>Wayson?s Corner (Lothian),<br>MD 20711 | 301.952.8724 |
| <a href="#">Worth-A-Shot, Inc.</a>                         | 8424 Veterans Highway<br>Suite #11<br>Millersville, MD 21108              | 443.688.6521 |



**STATE OF MARYLAND**  
**DEPARTMENT OF PUBLIC SAFETY AND CORRECTIONAL SERVICES**  
**CRIMINAL JUSTICE INFORMATION SYSTEMS – CENTRAL REPOSITORY**

**LIVESCAN PRE-REGISTRATION APPLICATION**

**APPLICANT INFORMATION** *(PLEASE TYPE OR PRINT CLEARLY)*

|                  |                                |                                |   |   |  |             |
|------------------|--------------------------------|--------------------------------|---|---|--|-------------|
| Name:            |                                |                                |   |   |  |             |
| Date of birth:   |                                | SSN:                           |   | Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female <i>(Please check)</i> |  |             |
| Height:          | ft.                            | inches                         | Weight:   | lbs.  | Eye Color:   | Hair Color: |
| Race:            | <input type="checkbox"/> Black | <input type="checkbox"/> White | <input type="checkbox"/> Asian/Pacific Islander | <input type="checkbox"/> Native American  | <input type="checkbox"/> Other <i>(Please check)</i> |             |
| Place of Birth:  |                                |                                | Citizenship:                                    |   |  |             |
| Current address: |                                |                                |   |   |  |             |
| City:            |                                |                                | State:  |   | ZIP Code: -  |             |
| Daytime Phone:   |                                | Evening Phone:                 |   | Driver's License #:   |  |             |

**AGENCY INFORMATION**

|  |  |
|--|--|
| Agency Authorization #: 9000016616   |  |
| ORI # (if required): MD004455Y   | Reason fingerprinted? Child care   |
| Position Applied for:  |  |
| Request Type: <i>(Choose one ONLY)</i><br><input type="checkbox"/> Adult Dependent Care<br><input type="checkbox"/> Attorney/Client<br><input checked="" type="checkbox"/> Child care<br><input type="checkbox"/> Criminal Justice<br><input type="checkbox"/> Gold Seal/ Adoption<br><input type="checkbox"/> Gold Seal/Letter/VISA<br><input type="checkbox"/> Government Employment | <input type="checkbox"/> Government Licensing or Certification<br><input type="checkbox"/> Immigration/VISA<br><input type="checkbox"/> Individual Challenge<br><input type="checkbox"/> Individual Review<br><input type="checkbox"/> MSP Licensing<br><input type="checkbox"/> Private Party Petition<br><input type="checkbox"/> Public Housing |

**Mail Response to:**

(Mailing option only available for Visa Gold Seal and/or Individual Review)

|  |
|--|
| Name: _____<br>Archdiocese of Washington |
| Address: _____                           |
| City, State, Zip code: _____             |