



Required Background Check Information

Your home study requires background checks from various law enforcement agencies. ANYONE in your home over the age of 12 will have to submit to a Local, FDLE and background check. All adults in the home will also have to submit to an FBI fingerprint background check.

1. A local criminal background check from your local Police or Sheriff's Department is required for all adoptive parents as well as anyone over the age of 12. You will need to go to your local agency and request your LOCAL background check. This is something they ought to be able to print and give to you. It will either be a form or letter with a date and signature. It does NOT need to be notarized.
2. FBI and FDLE background checks are required for all prospective adoptive parents as well as ANYONE in your home over the age of 18. See directions below as to how these background checks will need to be completed.
 - a. For persons between 12 and 17 years of age an FBI check is not required, but an FDLE check is. These can be obtained by going to <https://cchinet.fdle.state.fl.us/search/app/default?17> then click on Public Search. The cost for these is \$25.

Florida Adoption Center is an approved LiveScan eligible agency. LiveScan is an electronic fingerprinting service and generates FBI and FDLE results. The results of your fingerprints are sent directly to Florida Adoption Center within 24-72 hours of submission. Fieldprint Fingerprinting is the preferred service for Florida Adoption Center clients to use. You can find them online at:

www.FieldPrintFlorida.com

Using the online service, go to their website and click on "schedule an appointment". You will need to input the information below as this identifies you as a client of Florida Adoption Center, therefore your results will be sent directly to us.

Reason to be Printed: FL-DCF/VECHS
FieldPrint Code: FPFLAdoptCent1776Vol

You will enter in Florida Adoption Center on the page that requests employer/agency information. Our information is as follows:

1840 Sarno Rd, Melbourne, FL 32935 / 321-250-5683

Should there be any reported criminal history, it will be necessary for you to obtain any and all reports as well as provide a written explanation as to the circumstances involving law enforcement.



Florida Adoption Center LLC

Love Makes a Difference!

The attached VECHS form needs to be filled out and returned to Florida Adoption Center but does not need to be taken with you to the fingerprinting appointment.

Please sign below confirming you understand that the local criminal background check from your local Police or Sheriff's Department AND the LiveScan fingerprinting for the FBI and FDLE is a requirement for the home study process.

Applicant Signature

Date

Applicant Signature

Date

Please note that the program used for fingerprinting prohibits any adoption agency from giving clients the results received from their fingerprinting. We are able to provide you with a letter verifying your fingerprint results. This letter will suffice the requirements of all adoption entities across Florida and the United States

Please attach your local background check to this form