National Background Check Program
State of Maryland

Program Abstract

The proposed Maryland Background Check Program (MBCP) will be designed to provide an efficient and comprehensive way to obtain criminal background history information for individuals, employed by long term care providers, who have direct access to the residents of the facilities.

Our proposed program will begin at the time of the applicant interview. The provider will request consents from the applicant to obtain information about the applicant's criminal history from the Maryland Background Check Program. If the applicant does not agree to provide the consents, the applicant will not be hired.

Once the consents are provided, the provider will log onto the MBCP system and complete a name-based registry check of the applicant. If no disqualifying information is discovered, the applicant will be contacted and provisions will be made for the applicant to submit fingerprints to a Live Scan Vendor. Once fingerprints are submitted and documentation of submission has been provided to the provider, the applicant can be offered provisional employment pending the results of the criminal history and approval from the MBCP.

If disqualifying information is discovered from the name-based check, the provider, after reviewing the information can make a determination to not hire the applicant or, in the alternative, continue with the criminal background check process without offering the applicant provisional employment, based on the established laws and regulations regarding disqualifying offenses.

The Live Scan Vendor will submit prints electronically to the Criminal Justice Information System (CJIS), who will complete the criminal history records checks and electronically forward the information to MBCP System. Results obtaining disqualifying offenses will undergo review by MBCP analysts, a fitness determination will be made and appropriate notifications will be provided to the applicant (including appeal rights, if applicable) and the provider.

As part of the rap-back process, individuals included in the System are flagged at the time the original criminal history report is generated by CJIS. When new arrest or updated conviction information is received related to the flagged individual, the system will automatically generate a notification to designated parties.

In order to build and implement the system we propose, the total projected budget for the project will be approximately $ 4,986,788.28 which will include $3,000,000.00 of federal funds. The State of Maryland does not currently have non-federal resources to leverage the entire grant award offered of $3,000,000, therefore we propose to develop and implement the system in phases. Based on our current non-federal resource amount of $453,507, we are requesting $1,360,521 of grant funds to implement phase one. Once the system is developed and legislation is enacted to enable us to leverage resources provided from the implementation of the system, it is our intention to request additional federal funds, as our ability to provide non-federal funds increases, and begin phase two. Additional non-federal funds and resources are contingent on the enacting of legislation establishing a fee schedule for the system and requiring the participation of the groups identified in the grant and full implementation of the system.

Grant funds will be used to hire a project manager, development and building of the electronic background system and cover travel costs for CMS trainings and other costs incurred in drafting legislature and working with the advisory and focus groups throughout Maryland.