

Senate Bill 109, Health Occupations Boards - Criminal History Records Checks - Required

Dear Licensees,

Senate Bill 109, Health Occupations Boards - Criminal History Records Checks - Required, was passed by the Senate on February 12, 2016 and by the House on March 28, 2016. It was signed into law by Governor Hogan on April 12, 2016 and officially became effective as State Law on October 1, 2016. You may access all details on this legislation at the following link: <http://mgaleg.maryland.gov/webmga/frmMain.aspx?pid=billpage&stab=01&id=sb0109&tab=subject3&ys=2016RS>

The State Board of Examiners of Nursing Home Administrators voted to implement this criminal history records checks process beginning on Tuesday, January 3, 2017. **This applies to all Administrator-in-Training applicants, new license applicants, and existing licensees** (who will need to undergo the criminal history process upon their **first** license renewal that is processed on or after January 3, 2017).

The cost of the full background check is \$30. When you are preparing to have your criminal background check processed, please e-mail our Licensing Coordinator, Andrea Hill, at andrea.hill@maryland.gov or myself at ronda.washington@maryland.gov to request the Board's authorization number and its "Originating Agency Identifier" number ("ORI" number). **You will need these two numbers to proceed with your background check being processed.** The Department of Public Safety and Correctional Services website (which contains a detailed list of various processing locations throughout the state) is as follows: <http://dpscs.maryland.gov/publicservs/fingerprint.shtml>

For your convenience, the Criminal History Livescan Pre-Registration Application will be available on the Board's website for you to print out to take with you for processing.

We thank you for your cooperation in furthering the Board's mandate to protect the citizens of Maryland!

Best regards,

Ronda

Ronda Butler Washington, MPA

Executive Director

Maryland State Board of Examiners
of Nursing Home Administrators

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