

DESIGNATED PERSON BACKGROUND SCREENING PROGRAM

NOTE: All Administrators MUST complete the training and background check before they can be made the administrator for their entity.

A Level 2 Administrator for the background screening program will have the ability to see when a volunteer has started and completed the required training course and background screening for their location. It also allows them to be sure all volunteers at their facility have complied with the requirement. They do not have access to the background information, they only see if the volunteer is eligible or ineligible for service once their background check has been run. For a large facility, you might want to select two Level 2 Administrators to oversee the program.

CHURCH/SCHOOL NAME: _____

LEVEL 2 DESIGNATED PERSON: _____

ADDRESS/PHONE: _____

EMAIL ADDRESS: _____

LEVEL 2 DESIGNATED PERSON: _____

ADDRESS/PHONE: _____

EMAIL ADDRESS: _____

Signature of the Church Pastor _____

DATE _____

Please return to: Rhonda Harper at rhonda.harper@floridaconference.com
Or fax to Rhonda at 407-618-0277