

## **SW Unity Region Background Check Policy & Procedures**

The SW Unity Region and Unity Worldwide Ministries strongly recommend that all adults working with minors have a background check completed. You may choose to offer background checks through your local church or the SW Unity Region will complete a check for you.

The SW Unity Region has chosen Church Volunteer Central for background reports provided by LexisNexis.

### **Transactional Pricing Schedule**

**Package # 1** InstaCheck: Name, Address, Telephone & SSN Verification  
National Criminal File, Multi-state Sex Offender Search.

**Price \$12.00 per person**

**Package # 2** InstaCheck: Name, Address, Telephone & SSN Verification  
National Criminal File, Multi-state Sex Offender Search and Driving Record.

**Price \$26.00 per person**

**Package # 3** Driving Record check only.

**Price \$20.00 per person**

It is recommended that SW Unity churches use Package 2 on all adults who are driving minors to and from events (Regional or local church events).

### **Background Check Procedures**

1. Provide the following forms to each prospective volunteer and ask him or her to complete the information requested:

- (1) "Permission to Obtain a Background Check" &
- (2) "Identifying Information for Background Information Agency"

2. Send the completed documents along with a church issued check for the total amount of the background checks being processed (pricing above) to the address listed below for the Regional Consultant.

**Checks to be written out to Jacquie Hardesty**

3. Mail completed documents & check to:

Jacquie Hardesty  
527 Los Altos Drive, Chula Vista, CA 91914

**A completed report will be sent to the requester (church staff) on all applicants through e-mail unless requested through the postal service.**

**For questions contact:**

Jacquie Hardesty - Regional Children's Ministry Consultant  
619.302.3150 or JacquieAtUnity@yahoo.com