



**The Central Registry of Offenders Against Individuals with Developmental Disabilities  
Employee/Volunteer Consent for Employers to Check Registry  
N.J.A.C. 10:44D**

*State of New Jersey Department of Human Services Office of Program Integrity and Accountability  
PO Box 700 Trenton, NJ 08625*

Please Complete the Following Information:

**Employee/Volunteer Last Name:** \_\_\_\_\_ **First Name:** \_\_\_\_\_

**Other Last/First Names Used:** (please list any/all names used, including maiden name, nicknames or other)

\_\_\_\_\_

**Date of Birth:** \_\_\_\_\_ **Last Four (4) Digits of Social Security Number:** \_\_\_\_\_

**Agency/Facility Name:** \_\_\_\_\_

In accordance with *N.J.S.A. 30:6D-73 et seq.*, I understand that providing my employer/prospective employer with the above information is for the purpose of my employer/prospective employer conducting a check of my name/identity against the NJ Department of Human Services' (DHS) Central Registry of Offenders Against Individuals with Developmental Disabilities (Central Registry) for the purpose of working/volunteering at an agency/facility/program, licensed, regulated or contracted with the Department of Human Services.

I understand that while I am awaiting the results of the Central Registry check, I may not work unsupervised with individuals with developmental disabilities and that I must be accompanied by a senior staff member or supervisor in any activities involving individuals with developmental disabilities.

By signing this agreement, I attest that the information I have provided above is factual and correct, and I can be terminated from employment/volunteering for failure to provide accurate information.

I further attest that I am currently not on the NJ DHS Central Registry of Offenders Against Individuals with Developmental Disabilities. I understand that if my name appears on the Central Registry, I may not be employed or allowed to volunteer in a program licensed, contracted or funded, directly or indirectly, by the State of New Jersey to work with individuals with developmental disabilities.

I understand that also under *N.J.S.A. 30:6D-73 et seq.*, in my capacity as an employee, caregiver or volunteer, in a program or facility licensed, regulated or contracted with DHS, or receiving state funding directly or indirectly, I am required to immediately report any/all allegations of abuse, neglect and/or exploitation against an individual with a developmental disability to the NJ Department of Human Services and that failure to do so, while having reasonable cause to believe such an act was committed, constitutes a disorderly persons offense. I understand that when making such a report, in good faith, I am immune from any civil or criminal liability that might otherwise attach from the act of making the report. I understand that in situations of discrimination or discharge from employment as a result of making a report in good faith, I may seek court relief for such actions.

I further understand that I am required to cooperate with investigations conducted by DHS or its designee(s). I have read and understand the above and hereby give my consent for my name to be checked against the Department of Human Services, Central Registry of Offenders Against Individuals with Developmental Disabilities.

\_\_\_\_\_  
**Employee/Prospective Employee/Volunteer Name (please print)** **Signature** **Date**

**Employer/Provider Agency Use Only**

*The above named individual has been checked against the Central Registry of Offenders Against Individuals with Developmental Disabilities in accordance with N.J.A.C. 10:44D*

**Registry Check Performed By:** \_\_\_\_\_ **Date:** \_\_\_\_\_ **Listed on Registry**  
**Yes** \_\_\_\_\_ **No** \_\_\_\_\_

**This document should be maintained in the employee's personnel file. Do not return to DHS.**