



Federal Special Condition Suitability to Interact with Minors



Wisconsin Department of Justice

Suitability to Interact with Minors

May 2023

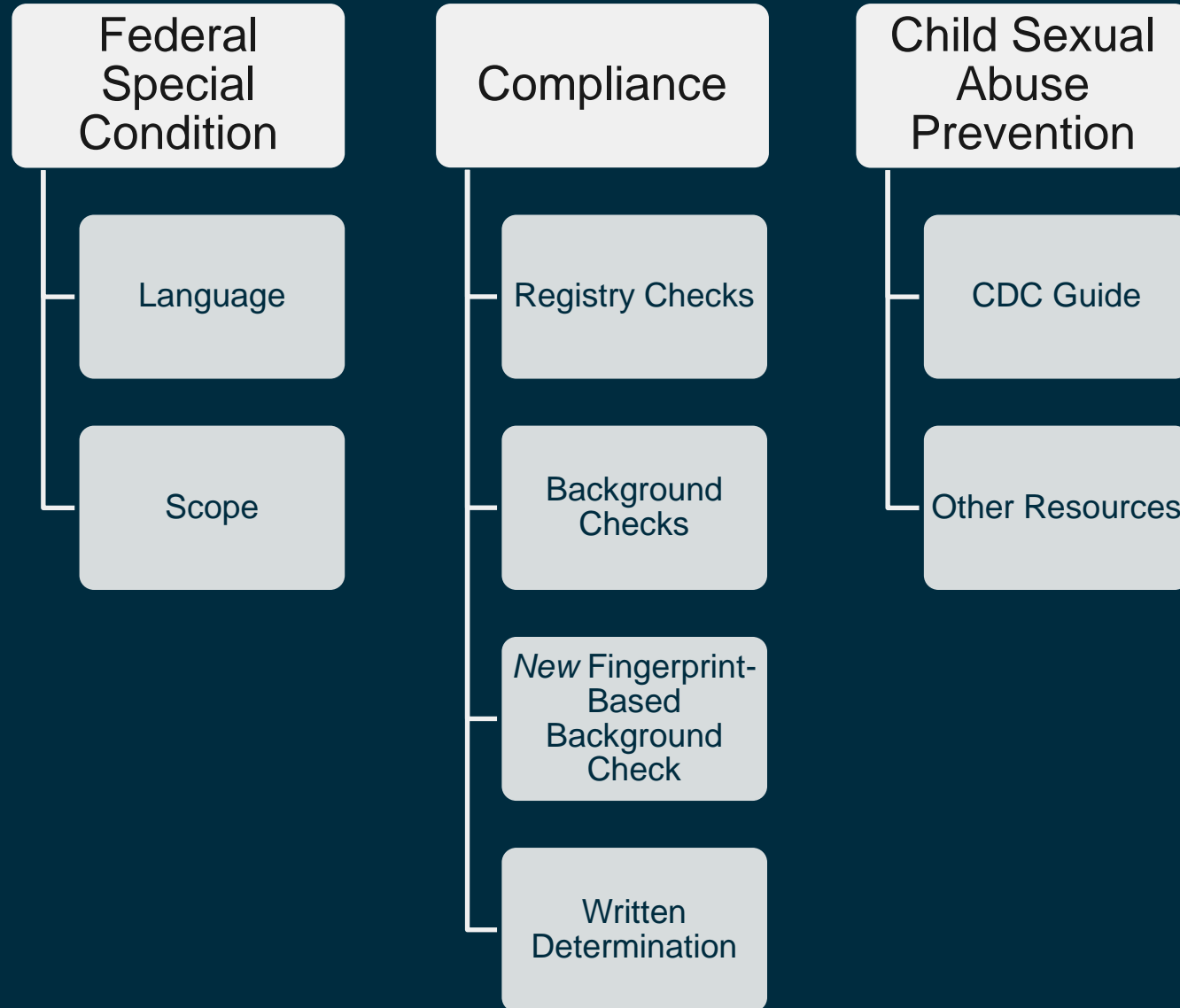
Presenters:

Office of Crime Victim Services (OCVS) Grants & Training Team

Wisconsin Coalition Against Sexual Assault (WCASA)

Wisconsin Department of Justice Crime Information Bureau (CIB)

Overview





Special Condition Language

U.S. Department of Justice

Office of Justice Programs (OJP)
Office on Violence Against Women (OVW)

The recipient, and subrecipients at any tier, must make advanced determinations of suitability before individuals may interact with participating minors

Applies regardless of an individual's employment status

<https://ojp.gov/funding/Explore/Interact-Minors.htm>

Scope

All staff, volunteers, and contractors that are part of the federally funded project and will interact with unaccompanied minors (even over the phone)

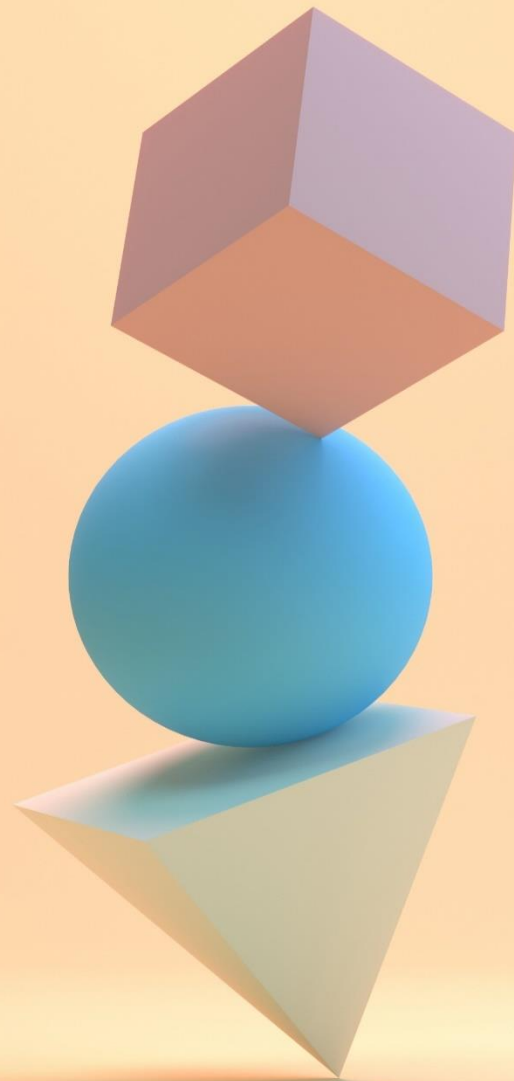
Possible Exception:

Funding is for a non-youth serving project with safeguards in place

- Separate Building
- Locked Entrance

If Exception Approved:

Written statement from agency is required detailing safeguards – contact your Grant Manager with Questions

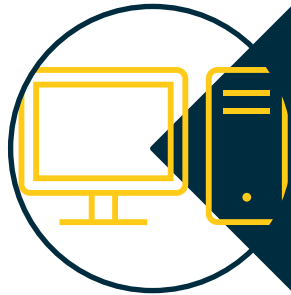


Registry Checks



Dru Sjodin National Sex Offender Public Website

<https://www.nsopw.gov/>



Wisconsin Sex Offender Registry

<https://appsdoc.wi.gov/public>



Registry for any other state where the individual lived, worked, or attended school in last five years.

Background Checks



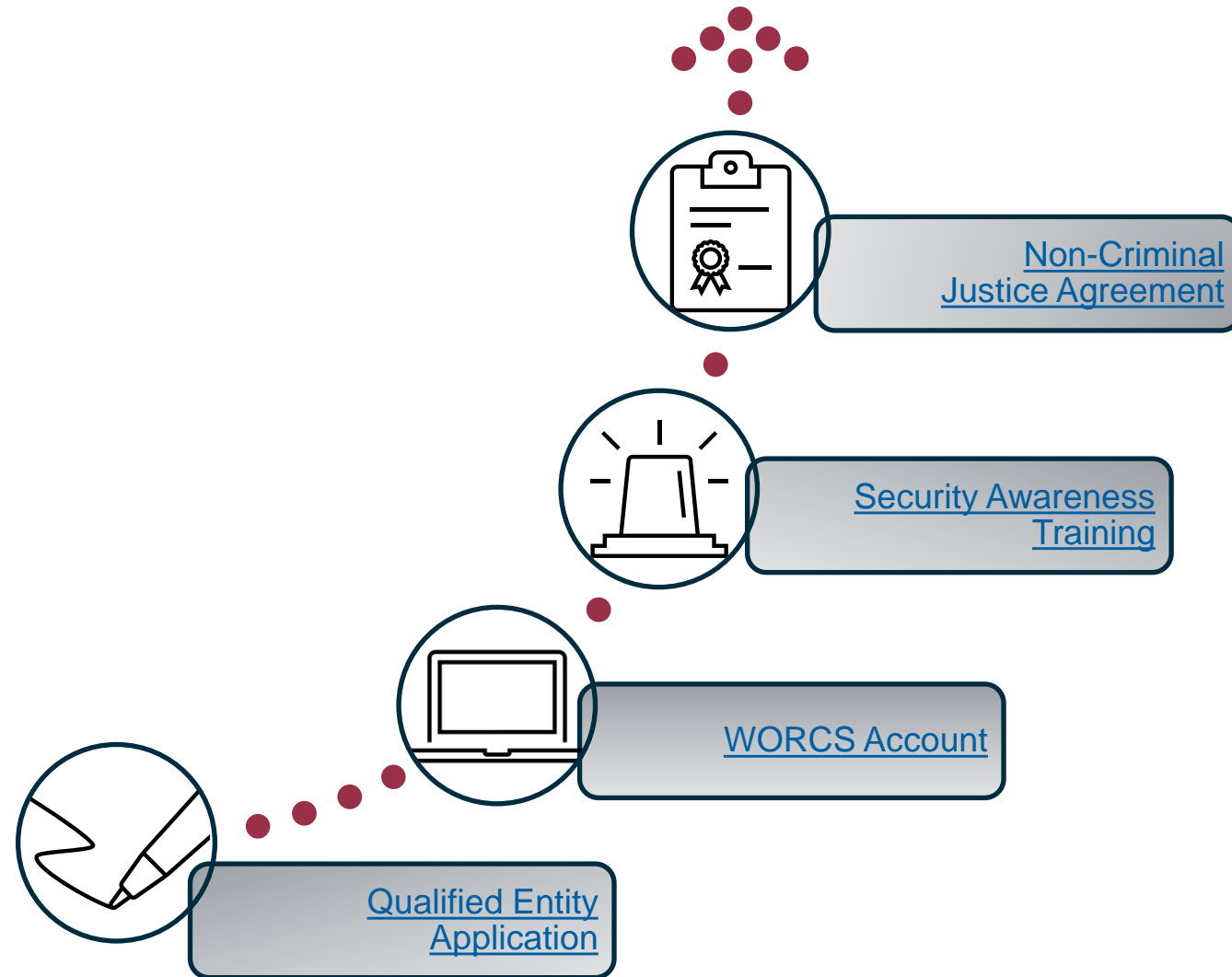
Wisconsin Department of Justice CIB
Fingerprint-Based Background Check
(includes Caregiver Check)

<https://recordcheck.doj.wi.gov/>



Background check for any other state the
individual lived, worked, or attended
school in the last five years

New Fingerprint-Based Background Check



CIB Audit Requirements

CIB is required to audit all entities conducting fingerprint-based background checks

Frequency: 1 time in a 5 year period

Focus: Protecting background check results

How: CIB will contact agency via email with questionnaire

Recommendation from CIB: Do not print background check results. Results available on WORCS for 6 months

Satisfy Condition: Print or save screenshot from WORCS as proof that fingerprint-based background check was completed

Written Determination

Written determination stating steps 2 and 3 are completed, reviewed, and the agency has determined individual is suitable to interact with minors

Documentation that the written determination (along steps 2 and 3) is reviewed and updated every 5 years



Centers for Disease Control and Prevention

CDC Guide

- <https://www.cdc.gov/violenceprevention/pdf/preventingchildsexualabuse-a.pdf>

Other Resources

WCASA Resources

For DOJ Grantees: Federal Special Conditions for Youth-Serving Organizations: CSA Prevention Policy Resources

Written Examples: (.docx fillable)

<https://www.wcasa.org/resources/areas-of-interest/prevention/child-sexual-abuse-prevention/>

- Suitability to Interact with Minors – Sample Policy
- Criminal Background Check Sample Consent Form
- Determination of Suitability to Interact with Minors Sample Form





Thank You!