

DONIPHAN-TRUMBULL PUBLIC SCHOOL
Background Check Authorization
P.O. Box 300, 302 West Plum
Doniphan, NE 68832

Pers. 9-9/98 (Pg 2)
Pers. 10-9/98 (Pg 2)
Pers. 11-9/98 (Pg 2)

I understand that Doniphan-Trumbull Public School may request an investigative consumer report for purposes related to employment. This report may include information as to my character, reputation, personal characteristics and mode of living. The investigation may include obtaining information from public and private sources about my; criminal history, military record, employment record, driving record, workers compensation record, and credit record.

I authorize and give consent to Doniphan-Trumbull Public School conducting such an investigation, directly or through a third party, at time of application for employment and during the course of employment. I understand that I have the right to make a written request within a reasonable period of time to receive additional, detailed information about the nature and scope of this investigation.

I further authorize and give consent to any person or entity which is requested to provide information to Doniphan-Trumbull Public School or its agent to release and disclose to Doniphan-Trumbull Public School or its agent any and all information or records requested regarding me as described above. I release any person or entity which provides information or records in furtherance of this Authorization from any and all claims or liability for compliance other than for intentionally providing inaccurate or false information.

I understand that the information obtained in the investigation will be held in confidence in accordance with Doniphan-Trumbull Public School guidelines. Medical and workers compensation information will only be requested as part of the investigation and considered in employment decisions to the extent permitted by the Americans with Disabilities Act (ADA) and other laws. In the event the investigation is conducted by a third party at Doniphan-Trumbull Public School's request, and a negative employment decision is made based upon the third party's report, I will be accorded my rights under the Fair Credit Reporting Act (e.g., I will be given the contact information for the third party, advised that the third party did not make the employment decision, have a right to a copy of the report from the third party upon request and have a right to dispute the accuracy or completeness of the report.)

I consent to the information set forth below and the information provided in my application or my employee file being used for identification purposes in requesting records or information related to the investigation.¹

Printed Legal Name of Prospective or Current Employee	Birth Date
Legal Signature of Prospective or Current Employee	Date
Other Legal Names Used (including Maiden): _____	
Current Address: _____	

¹A copy (including photocopy or facsimile copy) of this Authorization may be used as an original.

PERSONAL DISCLOSURE

Respond to **EACH** item. If there is no response to any item, or if the required attachments do not accompany your application, your application **WILL BE REMOVED FROM CONSIDERATION**. Information provided in this disclosure will not automatically bar you from employment but will be considered in view of all relevant circumstances.

1. Have you ever received a ticket, been charges with an offense, or been arrested for anything other than a minor traffic violation? (If you are unsure if a ticket, a charge or an arrest was for a minor traffic violation, answer “yes”)

Yes No

2. If you answered “yes” to Question #1 above, you must explain each situation including locations(s), date(s), agency(ies) involved, and the outcome of each ticket, charge, or arrest (use an attachment if needed) *Use separate sheet if needed.*

3. Have you ever had any license, permit, or certificate terminated, revoked, suspended, or have you received a private or public reprimand or admonishment from a licensing agency (e.g., Nebraska Department of Education) or been subject to a judicial restraining or contempt order?

Yes No

4. If you answered “yes” to Question #3 above, you must attach an explanation of each situation including location(s), date(s), agency(ies) involved, and the outcome of each situation (use an attachment if needed): *Use separate sheet if needed.*

5. I affirm that NONE of the information identified in Questions #1 to #4 in any way involved any of the following: (a) a felony; (b) rape, including statutory rape, or any other sexual assault; (c)sexual conduct with a minor of any kind; (d) abuse of a minor or child of any kind; (e) endangerment of a child or debauching a minor; (f) public indecency; (g) prostitution, pandering, or keeping a place of prostitution; (h) assault or battery; (i) kidnapping, false imprisonment or abduction; (j) child pornography; or (k) any offense in which a minor was a victim or a witness.

True Not True **(If not True, explain fully in Item #2 or Item #4)**

VERIFICATION

I certify that I have made true, correct and complete answers and statements on this application in the knowledge that they may be relied upon in considering my application. I understand it is my responsibility to immediately provide updated, correct information if any of the information changes at any time. I understand that any omission, falsification, or misrepresentation made by me on this application or any supplement to it will be sufficient grounds for failure to employ me or for my discharge should I become employed with the school district.

I understand that disclosure of social security number is optional. It may be used to conduct background checks for employment purposes and for personnel and payroll processing.

Legal Signature of Applicant

Dr. License #

Date