



MISSISSIPPI STATE DEPARTMENT OF HEALTH

As a result of the adoption of the Child Care and Development Block Grant Act of 2014, current Mississippi residents that have lived outside Mississippi within the last five years, must request from the previous state of residence an out-of-state background check to include the following:

- 1) An out-of-state criminal history record check.**
- 2) An out-of-state sex offender registry or repository check.**
- 3) An out-of-state child abuse and neglect registry and database check**

Please follow the below steps to complete an out-of-state background check request:

- 1) Click the link below to determine which out-of-state background check is needed from the previous state of residence.

[State Identification Index](#)

(States highlighted in yellow, will ONLY need to request a child abuse and neglect registry check).

- 2) Directions for requesting a criminal history check from a previous state of residence can be accessed in the following link.

[Background Check Contact List](#)

- 3) After requesting record(s) from previous state(s) of residence, complete the MSDH out-of-state affidavit (link available on MSDH Criminal History Fingerprint webpage) and submit to the Criminal History Fingerprint unit at CHRCUnit@msdh.ms.gov.

- 4) Upon receiving records from the previous state(s) of residence, send to the MSDH Criminal History Fingerprint unit for final review. Please send documents either encrypted email to CHRUnit@msdh.ms.gov or mail to

Mississippi State Department of Health
Criminal History Fingerprint unit
Attention: Julie Henderson
143B LeFleur's Square
Jackson, MS. 39211

For questions regarding the above process, contact Julie Henderson (601.364.5059), Nicole Banes (601.364.1101), or email CHRCUnit@msdh.ms.gov.