



STATE OF WASHINGTON  
DEPARTMENT OF SOCIAL AND HEALTH SERVICES  
*Aging and Long-Term Support Administration*  
*PO Box 45600, Olympia, Washington 98504-5600*

January 17, 2020

**ALISA: NH #2020-002**  
**BACKGROUND CHECK COPIES FROM BCCU**

Dear Nursing Facility/Home Administrator:

In accordance with chapter 388-97 Washington Administrative Code (WAC), previously completed background checks/information can be requested from the department's Background Check Central Unit (BCCU).

Applicants/provider staff can request a copy of their background check information from BCCU utilizing DSHS form 27-110. When an applicant/provider staff requests a copy of their previously completed Washington name and date of birth background check or their national fingerprint background check from BCCU, BCCU places a stamp on the background check that states "Not An Original Copy." This practice is related to BCCU's compliance with federal standards and are legitimate copies of previously completed background checks. BCCU will also send a date stamped copy of the applicant's request form (DSHS 27-110) with the accompanying background check information.

Thank you for your continued commitment to resident/client health and safety.

If you have any questions, please contact Antonietta Lettieri-Parkin, Policy Program Manager, at (509) 363-3549 or [antonietta.lettieri-parkin@dshs.wa.gov](mailto:antonietta.lettieri-parkin@dshs.wa.gov).

Sincerely,

Candace Goehring, Director  
Residential Care Services

DSHS: "Transforming Lives"