IDAHO DEPARTMENT OF HEALTH & WELFARE

C.L. "BUTCH" OTTER - Governor
RICHARD M. ARMSTRONG - Director

RICHARD HUMISTON-Administrator
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June 10, 2008

Dear Health & Welfare Program Staff:

Subject: NOTICE OF FEE INCREASE TO IDAHO DEPARTMENT OF HEALTH & WELFARE CRIMINAL HISTORY BCKGROUND CHECKS

Effective July 1, 2008 the Department's Criminal History background check fee will be $55.00

A notice of fee change has been sent to all service agencies.

DHW employees, DHW licensed foster care applicants, DHW adoption applicants and DHW volunteer applicants will remain at $0.00. All other background checks will be at the $55.00 fee.

Idaho Code 56-1004A(5) states that "applicants are responsible for the costs of the background check except where otherwise provided by department rules."

Costs of the background check include charges to IDHW from the Idaho State Police, the Federal Bureau of Investigation and the administrative costs of the IDHW criminal history program.

Please update all the materials your program may issue about the Department's Criminal History background checks, i.e. service provider packets, day care licensing packets, certified family home packets, EMT packets, etc. to reflect the $55.00 fee

The Criminal History Unit is updating the web site to show the fee change, as well as printing new criminal history brochures. Two additional disqualifying five year crimes have also been added (identity theft and attempted strangulation). We will distribute the new brochures to your program just as soon as they are available.

If you have questions, or wish to provide comments, please contact me at (208) 332-7997 or e-mail altmans@dhw.idaho.gov

Sincerely,

Sue Altman

Sue Altman, Program Supervisor
Criminal History Unit