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1. Who needs to get a Background Check Report?

Background Checks are only required for adults age 18 and older who are registered adult participants or leaders of synodical overnight events (i.e. Among The Wolves, Winter Youth Assembly, Jr. High Servant Trip). These do not include day-events, such as Youth Summit, S.M.Y.L.E., etc. High school students who are 18 or 19 do not need a background check

2. How do I get a Background Check Report?

You fill out the Background Release Form and submit it to Lois Parrett at the Synod Office. This form can be found at [www.njsynod.org/youth-events](http://www.njsynod.org/youth-events), or you can contact Lois Parrett - 609-586-6800 or [lparrett@njsynod.org](mailto:lparrett@njsynod.org).

Once you fill out this more, send it to Lois via email or mail to the Synod Office: 1930 Highway 33, Trenton, NJ 08690. Once she receives it, she will input the information into the First Advantage® secure server. The report is then generated and electronically placed into the synod's online secure account.

3. How often do I need to get one done?

Once every four years, or whenever you change your congregational membership.

4. Who will read the report?

The Synod Youth Ministry Team leader and a member of the Synod Staff.

5. How much does this cost?

The entire cost of the reports is covered by the New Jersey Synod. There is no cost to you or your congregation.

6. How is this report kept safe?

First Advantage® employs the latest in online security to ensure the safety of our account and all of the reports therein. We do not print out copies of the report.

7. I already have a background check (as a teacher, pastor, scout leader, etc.). Can I use that one in place of the one required by the Synod?

No. Unfortunately, the synod cannot accept Background Reports done for other organizations (schools, hospitals, etc.). In order for these reports to remain confidential and contain all of the necessary information to provide maximum safety, these reports must be done through the synod's account with First Advantage®.

If you have any questions or concerns, please do not hesitate to contact the Youth Ministry team leader, Debra Porowski at [youthmin@njsynod.org](mailto:youthmin@njsynod.org).