

Arkansas Department of Human Services

Division of Children and Family Services

REQUEST FOR CHILD MALTREATMENT CENTRAL REGISTRY CHECK

THIS FORM WILL NOT BE PROCESSED UNTIL ALL INFORMATION IS COMPLETED.

TYPE OF APPLICANT:		
DHS Employee/Applicant [Division: Provisional Foster Parent	Foster Par	ent 🔲 Legal Custodian 🔲 Adoptive Parent 🗌
Foster Family Support System (FFSS) for:	Name of Foster Family whom FFSS	
	e of \$10 made payable by c	heck or money order to DHS. We do not accept o
This information should be addressed to: Crystal L. Widger / Executive Assistant	Compassion House	e
Name/Title (print)	Organization Requ	esting the Report
6045 Elm Springs Road		
Springdale, AR 72762	(479) 419-9100	
Address (physical)	Telephone #	Fax #
P.O. Box 1876		
Springdale, AR 72765		
Present Address: (since,) Previous Addresses (from the last six years):		
1)		
From to	From	to
3)	4)	
From to	From	to
Cities and States of Employment (outside of	Arkansas) for last six year	rs:
1)	2)	
From to	From	to

CFS-316 (08/2011) 1 of 2

3)	4)
From to	From to
	esiding or who have resided in the home at any time and all biological
Full Name:	Full Name:
DOB/Age:/	
Relationship:	Relationship:
SS# (if known):	SS# (if known):
Full Name:	Full Name:
DOB/Age:/	
Relationship:	Relationship:
SS# (if known):	SS# (if known):
Signature of Applicant	
County ofS	tate of Arkansas
	day of,
Notary Public	My commission expires:
THE FOLLOWIN	G IS TO BE COMPLETED BY CENTRAL REGISTRY
report of child maltreatment.	al Registry contains no record under the referenced name in a true
se note that whenever there is a determinating to contest that determination. The person force, the absence of a true report in the Child	aminer's Initials and Date tion of child maltreatment, the person identified as the offender has the right to on's name may not be placed in the Central Registry until after the hearing decisio d Maltreatment Central Registry does not imply that the person is or is not the subje Please check the Central Registry periodically as names can be added to the Centr upon final administrative determination.
☐ Information Found Examiner's Signature and Date _	
LAGIIIIIIEI 3 SIBIIATUI E AIIU DALE _	Child Maltreatment Central Registry Slot S 566 P O Box 1437

CFS-316 (08/2011) 2 of 2

Little Rock AR 72203

ARKANSAS STATE POLICE



Identification Bureau Individual Record Check Request Form VOLUNTEER ONLY

Procedure for obtaining a Criminal History Check for:

Adam Walsh Act – Public Law 109-248; Serve America Act – Public Law 111-13; or Other Volunteer – AR Code §12-12-1607

INSTRUCTIONS

- 1. If <u>only an Arkansas background check</u> is requested, include a properly completed *ASP 122VOL* request form and a check or money order in the amount of \$10.00 made payable to the Arkansas State Police. **DO NOT SEND CASH.** A fingerprint card is NOT required if only the Arkansas background check is requested. The results of the Arkansas background check will be sent to the person/entity as specified on this form.
- 2. If **both an Arkansas and an FBI check** are requested, include a properly completed **ASP 122VOL** request form and a check or money order in the amount of **\$21.25**, made payable to the Arkansas State Police. **DO NOT SEND CASH.** A payment confirmation page will be returned with the transaction number needed to then get live scan fingerprints. The fingerprints that are submitted will be used to check the Arkansas and FBI criminal history records. If you are not a government entity, you will need to **file a list of criminal offenses with ASP ID Bureau for which a conviction would disqualify a person from volunteering with your agency/entity**. (The detailed FBI results will not be released to a non-governmental volunteer agency.)
- 3. The subject of the criminal records search may challenge the completeness or accuracy of the criminal history information by using the procedures as outlined in Title 28, Code of Federal Regulation (CFR) Section 16.34 and/or Arkansas Code Ann. §12-12-1013.
- 4. If the request is made by mail, an envelope properly addressed to the person/entity to whom the background check will be released, as specified on this form, with sufficient return postage must be included.
- 5. Send properly completed request form, envelope, fingerprints (if FBI check is requested), and proper payment to:

Arkansas State Police Identification Bureau 1 State Police Plaza Drive Little Rock, AR 72209

To contact the Arkansas State Police ID Bureau, you may call **501-618-8500**.

SEE OTHER SIDE FOR REQUEST FORM

Front

ASP-122VOL (Eff. 08/11/2021)

ARKANSAS STATE POLICE



Identification Bureau Individual Record Check Request Form VOLUNTEER ONLY

	Select One:	Adam Walsh Act - Publ Serve America Act - Pu Other Volunteer AR Co	ıblic Law 111-13		
	Last Name	First Name	e	Middle Name	Jr./Sr./III
			Daytime Pho	ne #:	
Li	st ALL other names ever used (marrie	d, maiden, shortened, etc.)			
Date of Birth:		State of Birth:	Citi	izenship:	
	(Month/Day/Year)				
Sex: R	dace:	Eye Color:	Hai	ir Color:	
Height:	Weight:	Social S	Security #:		
Driver's License	#:				
3.6 '1' A 1.1			(DL State)		
Mailing Address:			Street/P.O. Box		
			546647161261		
	City		State		Zip Code
		APPLICANT RECORD	<u>NOTIFICATION</u>		
Change, Correction of Federal Regulation	TBI website at http://www.fbi.go htt	obtaining a change, correction,	or updating of an FBI crimina		et forth in Title 28, Code
Authority: The FBI's ac supplemental authoritie information is voluntary Principal Purpose: Certa information/biometrics: Next Generation Identifi responsible agency. The compared against othe information/biometrics applicable Routine Uses limited to, disclosures to	ment: (This privacy act statem quisition, preservation, and exchange of first include Federal statutes, State statutes; houvever, failure to do so may affect compain determinations, such as employment, may be provided to the employing, investig cation (NGI) system or its successor system or FIBI may retain your fingerprints and asser fingerprints submitted to or retained have are retained in NGI, your information may is as may be published at any time in the first employing, governmental or authorized nuteral law enforcement agencies; criminal juderal law enforcement agencies;	fingerprints and associated information is pursuant to Pub. L. 92-544, Preside pletion or approval of your application. Licensing, and security clearances, in gating, or otherwise responsible agency ms (including civil, criminal, and latent to coiated information/biometrics in NGI by NGI. Routine Uses: During the property of the consense of the Routine Uses: During the property of the Routine on-governmental agencies responsible.	in is generally authorized under 28 the lential Executive Orders, and federal may be predicated on fingerprint-base, and/or the FBI for the purpose of confingerprint repositories) or other availafter the completion of this application occasing of this application and for the analyse disclosed without you uses for the NGI system and the FBI for employment, contracting, licensing	U.S.C. 534. Depending on to a regulations. Providing you are background checks. You mparing your fingerprints to lable records of the employation and, while retained, your jas long thereafter as you are consent as permitted by the Blanket Routine Uses. Room, security clearances, and o	or fingerprints and associated or ther fingerprints and associated to other fingerprints in the FBI's ing, inwestigating, or otherwise ingerprints may continue to be r fingerprints and associated the Privacy Act of 1974 and all uttine uses include, but are not
	for the Arkansas State Police to c to the following person or entity:		ngerprints are submitted, an	FBI) criminal record s	search on myself and to
Release to:		al L.Widger ne) OR Full Name of Agency		1 1	19-9100 Number
Email Address:	(First/Mi/Last Nan	,	nHouse@gmail.com	Phone	Number
Mailing Address:		P.0	son/entity this is being released to O. Box 1876 treet/P.O. Box	9)	
	Springdale		Arkansas		72765
Subject of Record S	City Signature:		State	Date:	Zip Code
BELOW FOR O	OFFICE USE ONLY	(First/MI/Last Name)			(Month/Day/Year)
82002 Volunte	er State Record Check (\$10.00	80006 Volunteer FBI	Record Check (\$2.00)	30020 Volunteer FB	Record Check (\$9.25)



New Volunteer Packet

We are so grateful that you would like to volunteer with Compassion House!

Our mission at Compassion House is to break generational cycles of poverty and neglect that our girls have faced. By compassionately offering pregnant teens and mothers in a safe nurturing place to live by empowering them with educational opportunities, including financial literacy, parenting, nutrition, and life skills. In addition, we provide emotional and spiritual guidance. All the while watching them develop into productive parents and contributors to the community.

Compassion House has been serving pregnant teens and mothers in Arkansas for over 30 years. We get referrals and walk-ins of pregnant and teen mothers ages 18 and under from all sorts of sources – churches, other nonprofits, homeless shelters, juvenile courts, local schools, human trafficking organizations, etc.

We work closely with our teens by providing intensive case management to develop individualized growth plans in the areas of education initiative, life skills, parenting classes, employment and workforce development, money management, support networks, substance abuse, physical mental and emotional health, healthy living, time management, house stability, legal issues, responsibility and accountability. To ensure healthy futures for themselves and their children upon graduation of the program.

Residents of Compassion House receive counseling, housing, access to medical care, transportation, food, clothing, and personal hygiene items. As well as a labor coach and mentor.

Compassion House is a 501c3 charitable organization, and we currently are not receiving any state or federal aid. 100% of our funding comes from community gifts given by individuals, businesses, churches, events, grants, and foundations.

Compassion House relies heavily on the support of our community and volunteers. Without their help our mission of serving would not be possible. That is why it means so much to all of us here at Compassion House that you are willing to give of yourself and devote your time in helping us achieve our mission one family at a time.

Blessings,

Jennifer Samuel-Haeg

Juf Sul

Executive Director



Compassion House - Indirect Volunteer Descriptions

We are so grateful that you would like to volunteer with Compassion House!

Indirect Service Opportunities:

Volunteer Coordinator - We are looking for a special person who can help track, manage, and coordinate all our volunteers.

Events Committee Member - Compassion House hosts several fundraising events throughout the year, and we need strong committees to make these happen. Committee members help with the planning and leading of various aspects of each event's specific needs such as, registration, silent/live auctions, entertainment, food planning, venue planning, theme/décor, marketing, setup/teardown, volunteer recruitment, etc. If you have a love for event planning or support, we would love to have your help!

Day of Event Support - If you or your team would like to help at our events on the day of or setup or teardown, we always have needs for individuals or groups who have the heart to serve in various roles from our registration team, auction team, route setup, etc. We would love to find a way to partner with you for our events!

Baby Barn Team - If you have a love for retail, organization, and resources this volunteer role is for you! Our baby barn is setup to help our moms get the resources they need for their new babies. They earn Compassion Cash to "buy" items for their growing family like diapers, high chairs, clothing, and supplies. Our volunteers help organize and sort items in the Baby Barn, be there to help our moms shop, and make sure they have a wonderful experience.

Administrative Support - If you have the gift of organization and administration, we always need help with administrative tasks from filing, data entry, sending out thank you cards, answering phones, and assisting our Case Managers and Directors with various office projects and tasks.

Internships - We have various internships available for college students who would like to expand their knowledge in the fields of case management, social work, marketing & communication, grant writing and business.

Buildings & Grounds Support - Serve in various roles of maintaining different groundskeeping from mowing, landscaping, pest control, handy man services, etc.

House Maintenance – Serve in various roles of maintaining the different house upkeep needs from changing light bulbs and batteries, replacing flooring, rearranging furniture, maintenance on appliances, deep cleaning, etc.

Encouragers - Our Encouragers help in various ways from assembling welcome baskets for our new moms when they arrive that include hygiene products (we provide items), to sending them encouraging notes throughout the year, helping host birthday parties and Mother's Day events or other holiday themed ideas, to helping with transportation. This role is for people who like to encourage and show compassion to our moms and their babies.



Compassion House - Direct Volunteer Descriptions

We are so grateful that you would like to volunteer with Compassion House!

Direct Service Opportunities:

Labor Coach - Be matched with a resident to provide 1:1 guidance and support during and after pregnancy Below are some of the basic expectations of our Labor Coaches

- Hosting a baby shower.
- Accompany the resident to all prenatal/postpartum appointments.
- Ensure that all the resident's questions to medical professionals are answered and understood
- Relay medical information back to staff.
- You are the primary attendant during labor and delivery
- Be present at the medical facility during the resident's entire stay after delivery.

Mentor - Provide guidance, encouragement, and support to a resident. Below are some of the basic expectations of our Mentors. We are passionate about supporting our mentors throughout their experience by providing trainings, workshops, and ongoing communication with our staff.

- Commit to meet with her regularly (2-4 hours a month on average)
- Establish trust and maintain confidentiality
- Provide guidance and encouragement
- Identify learning opportunities for her
- Expose her to new ideas
- Provide helpful resources
- Share personal experiences and perspective

House Mom Relief - Aid House Moms with household duties such as

- Supervising residents
- Taking residents to appointments
- Babysitting newborns
- Basic household care
- Ensure house rules are being followed

Class Instructor Assistant - Assist the Education Director in providing educational guidance, encouragement, and support to the residents. Below are some of the basic expectations of our Class Instructor Assistants

- Assisting the residents with school/personal growth assignments
- Tutoring in particular subjects where growth is needed
- Encourage engaged participation
- Provide feedback to the Education Director with potential growth opportunities

Compassion House - Direct Volunteer Descriptions Cont.

Community Partnership Classes - We would like to connect with professionals and organizations within the community that can assist the residents achieve their goals to successfully complete the program, as well as prepare them for life after Compassion House as they enter adulthood. Below are a few examples. If you believe you could offer any other beneficial classes, please let us know on your volunteer application.

- Financial Literacy
- Relationships
- Parenting
- Healthy Living/Cooking
- Conflict resolution
- Etiquette

Culinary Team - Assist the Nutrition & Farm Director teaching the residents healthy culinary habits including education and skills in maintaining the kitchen. Or by providing meals to the residents. Below are some things that are needed

- Help the Nutrition & Farm Director create weekly menus
- Help the residents with meal preparations
- Organize and clean food storage areas

Baby Cuddlers - All babies need to be held and cuddled in order to thrive. Our residents have school/work obligations and our staff are often busy with other duties. There are several times throughout the week we need an extra set of hands or two. Below is what is expected from our Baby Cuddlers

- Talking, singing, and reading to the baby
- Feeding and changing diapers as needed
- Provide loving and soothing cuddles
- Inform staff of any concerns related to the baby's behavior

If you believe you can provide the residents of Compassion House, or their children with additional support that is not listed in the service opportunities, please let us know how you would like to serve the ministry on your volunteer application



Volunteer Application

Name:		Date:		
Date of Birth:	Home Phone:	Cell Phone:		
Address:	City:	State:Zip:		
How long have you lived at this addr	ess?			
Previous Address:	City:	State: Zip:		
Email Address:		Marital Status: M S W D		
Occupation:	Employer	:		
Highest level of education achieved:		Degree held:		
Spouse's Name	Spouse	e's Occupation:		
Spouse's Cell Phone:	Spouse	e's Work Phone:		
Emergency Contact:	Relat	ionship:		
Cell Phone:	Home Pho	one:		
Number of children: N	Names and ages of children:			

Previous work experience:			
Current and previous volunteer experier			
Name of Church:	Pastor's	s Name:	
Church Address:	City:	State: Zip:	
Church Phone Number:		Are you a member of your	church? Y/N
In the space provided, please describe ye	our viewpoint on spiritual iss	ues:	
May we contact your pastor as a persona	al reference: Y/N If no plea	se explain why:	

Name:		Contact Number:	
Address:	City:	State:	Zip:
Name:		Contact Number:	
Address:	City:	State:	Zip:
Name:		Contact Number:	
Address:	City:	State:	Zip:
Do you have any prior criminal conv	victions or offenses? Y/N If ye	es, please explain:	
Do you consent to a background che	eck Y/N?		
How did you hear about Compassio	n House ministries?		
What do you hope to contribute to t	he Compassion House minis	try and our residents?	

Please provide three personal references we may call who are NOT family:

How much time can you commit to volunteer	ring? Hours per week:	Hours per Month:
When are you available?		
Mornings Afternoons	Evenings Weekends	Overnight
Monday Tuesday Wednesday	Thursday Friday	Saturday Sunday
Please list the volunteer opportunities you are	e interested in:	
What skills and talents can you contribute to		
Anyone that volunteers to drive a resident mu	ast have a copy of their insurance	card and driver's license on file in
the office. A driving record may also be obtain	ned when your background check	k is ran.
Do you have a valid Driver's License? Y/N	License State and Number: _	
Do you have reliable transportation? Y/N	Vehicle Year/Make/Model:	
License Plate Number and State:		
Car Insurance Company:	Policy #:	

Applicant Statement

I certify that all statements made by me on this application are true and complete to the best of my knowledge and that I have not withheld anything that if disclosed, would affect this application unfavorably. I understand and agree that any misrepresentation or omission of facts would exclude me from being considered for volunteer service or, after my service begins, may be cause for termination.

I expressly authorize, without reservation, the organization, its representatives, employees or agents to contact and obtain information from all references (personal and professional), employers, public agencies, licensing authorities and educational institutions and to otherwise verify the accuracy of all information and to provide any information they may have regarding my character and fitness to serve Compassion Ministries Ltd.

I hereby waive any and all rights and claims I may have regarding the organization, its agents, employees or representatives, for seeking, gathering and using truthful and non-defamatory information, in a lawful manner, in the interview and background check process and all other persons, corporations or organizations for furnishing such information about me.

I also acknowledge that the Compassion Ministries Ltd. has not arranged and does not provide me with accident or medical insurance for my benefit and is therefore not responsible for any accident or medical expenses incurred by me. Further, I understand that I am not entitled to wages, employee benefits, and neither covered by Worker's Compensation as a result of my volunteer affiliation. I represent that, to my knowledge, I am in good health and suffer no physical impairment that would or should prevent my participation in Volunteer Activities.

In consideration of me being allowed to participate in the volunteer service, I agree to release, indemnify and hold harmless Compassion Ministries Ltd., including its present and former Board, officers, directors, employees, agents and participants from and against any and all losses, expenses, claims, actions, liabilities and judgments (including attorney fees through the appellate levels), which I, my dependents, assigns, personal representatives, heirs or next of kin may sustain or suffer as a result of or arising out of my participation in the volunteer service, whether caused by the negligence, action or inaction of Compassion Ministries Ltd. persons acting on its behalf or otherwise. I also agree that I shall be fully responsible for any and all loss or damage that I inflict upon any person or upon Compassion Ministries Ltd. facilities or property during my participation in the volunteer service.

I understand and agree that if my service as a volunteer is accepted, there is no contract period for volunteer service and my volunteer service would be solely "at will," giving either me or Compassion Ministries Ltd. the right to terminate my volunteer service at any time without liability or obligation.

I understand that the Compassion Ministries Ltd. takes any allegations or suspicions of child abuse seriously and will report such allegations to the police and state agencies for investigation.

I understand that this document is a contract which grants certain rights to and eliminates the liability of the Compassion Ministries Ltd. I hereby acknowledge that I have read and understood the above statements and that I voluntarily sign this application of my own accord and as a condition of being allowed to participate with my volunteer service. Further, by signing this agreement I attest to the fact that I am eighteen years of age or older.

Applicant Signature:	 Date:	 _

Thank you for interest and applying to volunteer your time to Compassion Ministries Ltd. Once you have completed these forms, please return it by mail or email. We will contact you to set up an in-person interview. If you have any questions or need further assistance, please call our office at 479-419-9100

Compassion House

Attn: Volunteer Services P.O. Box 1876 Springdale, AR 72765



COVID-19 EXPECTATIONS

I understand I will be turned away from Compassion House and may not interact with staff or residents if
my temperature is above 99.7F.
I understand I will leave my shoes at the door when entering Compassion House and may wear socks or
slippers. (Shoes may be worn in staff office) I will wash my hands thoroughly with soap and water before engaging in
any activity.
If I have been exposed to or tested positive for COVID-19 within the past 17 days, I will refrain from
volunteering until I have self-quarantined for 14 days.
I must receive permission from Compassion House to take residents to public places and will not discuss
any outings with residents until approval is received.
I will ensure all residents of Compassion House wear masks in public spaces and follow all social
distancing guidelines.
I may take residents to my home and they may interact with my family, assuming all are healthy, and non-
have been out of state in the past 14 days.
I HEREBY assume all risks of injury and illness (e.g., Communicable diseases such as MRSA, influenza, and COVID-
19) to myself or my family while volunteering with Compassion Ministries or interacting with any residents of
Compassion House in any location, including the potential for permanent disability and death. I acknowledge
personal discipline may reduce these risks, and I freely assume all such risks both known and unknown while
volunteering.

Signature Date