



Commonwealth of Massachusetts
Executive Office of Health and Human Services
Office of Human Resources
 600 Washington Street • Boston MA 02111

CHARLES D. BAKER
GOVERNOR

MARYLOU SUDDERS
SECRETARY

Department of Children and Families (DCF)
Adam Walsh/ Child Protective Service (CPS) Background Record Request Form

The 2006 Adam Walsh Act allows private and public organizations to request a search of the Massachusetts Department of Children and Families (Department) Central registry to determine if the named individual below has any substantiated report of child abuse and/or neglect within the Commonwealth of Massachusetts. The CPS central registry check does not include unsubstantiated reports, Criminal Offender Record Information (CORI) or Sexual Offender Registry Information (SORI). Public and private organizations are responsible to follow their respective procedures for obtaining such information.

I, _____, understand that the Department will review information contained within its Central Registry of Child Abuse/Neglect. I authorize the Department to provide such information to the agency/organization named below. I further certify that the information below is correct to the best of my knowledge.

APPLICANT SIGNATURE	DATE	
AGENCY/ORGANIZATION NAME AND ADDRESS		
APPLICANT/EMPLOYEE INFORMATION (PLEASE PRINT)		
LAST NAME	FIRST NAME	MIDDLE NAME
MAIDEN NAME OR ALIAS (IF APPLICABLE)	DATE OF BIRTH	PLACE OF BIRTH
LAST FOUR DIGITS OF SOCIAL SECURITY NUMBER	MOTHER'S MAIDEN NAME	

- **ONLY Law enforcement organizations/Sherriff Departments and State Child Welfare Organizations can mail or fax inquiries on their organization letterhead to 617-748-2441 or the mailing address above.**
- **All other organizations or individuals must mail in their request. The request must be notarized and mailed to: Massachusetts Department of Children and Families, Background Record Check Unit, 600 Washington Street, Boston MA. 02111. You must also include a stamped, self-addressed envelope.**

NOTARY INFORMATION & STAMP OR SEALED

Official Use ONLY: