



WV CARES

West Virginia Clearance for Access: Registry & Employment Screening

OVERVIEW

The WV CARES Division's mission is to strengthen the safety, accountability, and integrity of West Virginia's health and human services systems by ensuring that individuals entrusted with direct access to vulnerable populations meet rigorous background screening standards. WV CARES promotes public trust through an efficient, secure background check process.

Two Types of Variance Approvals

1. Full Grant: This variance approval means an individual may perform any job for any provider that is part of the WV CARES system.
 2. Limited Grant: This variance approval means the approval is limited to the specific job with the specific provider. If the individual applies for any job with another provider, they will have to complete another variance request.
- **Why Aren't All Variance Approvals Full Grants?** While an individual may be approved to work in one setting this does not mean that the individual should be approved to work in all settings. For example, an individual with disqualifying offenses in their background may be given a grant to work in the maintenance or kitchen areas of a facility. However, that same individual has a criminal background that would be inappropriate in the setting of a child care center or in-home personal care settings. Full variance grants are not given lightly for this reason.

What is a Rap Back? A Rap Back is a notification to WV CARES when an individual who has undergone a fingerprint-based criminal history record information check has a subsequent state criminal history event. When such an instance occurs, WV CARES can update the provider or employer of a change in eligibility status of that employee. Currently, rap backs only include state criminal history events within West Virginia.

Why Is A Criminal Background Check Required Every Five Years?

- While fingerprints don't "expire", after five years they are considered to be outdated for sensitive fields like healthcare and childcare and other health and human services fields. This is not a requirement instituted by WV CARES but is a federal requirement for those with direct access. Rescreening every five years ensures accuracy for ongoing public safety concerns and related to approval related to specific fields and specific job roles.

NEED HELP WITH THE WV CARES PROCESS?

Call or email WV CARES with any questions or issues.

**CONTACT
INFORMATION**



Phone
304-558-2018



Email
WVCARES@wv.gov