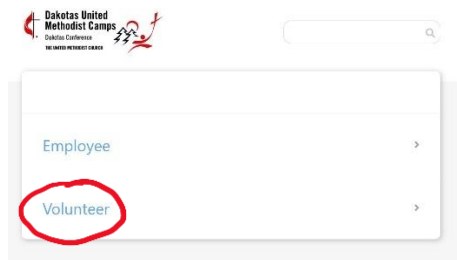Thank you for volunteering for ministries with children, youth, & vulnerable adults at your local church! As part of our Safer Sanctuaries commitment, we run background checks on all who volunteer with children, youth, and vulnerable adults. Please use this document to help complete your background check form. If you have questions or troubles, please contact your local church Safer Sanctuaries Representative.
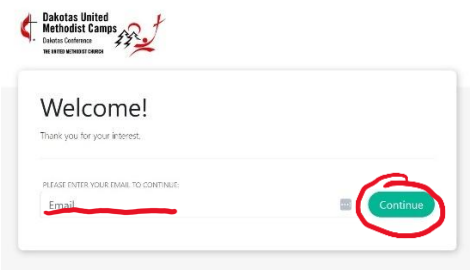
Steps:

1. Access the Camp Background Checks link in your email, sent to you by your local church Safer Sanctuaries Representative
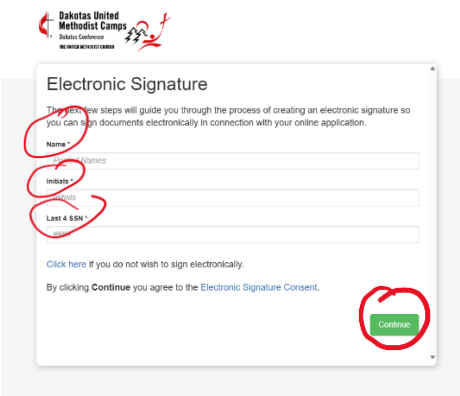
2. Choose **Volunteer**

3. Enter your **email address** and click **CONTINUE.**
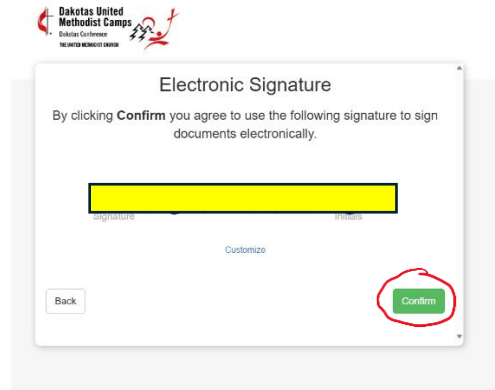
4. On the **Consent for Electronic Signature** enter your information and click **CONTINUE.**

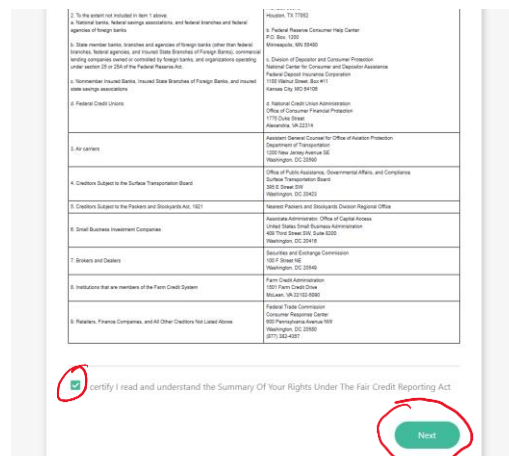5. Confirm your electronic signature by clicking **CONFIRM**.

6. Read the "Summary of Rights Under the Fair Credit Reporting Act" document.
   a. Note: Volunteer background checks DO NOT include a credit report check. But since the same company is used for employee background checks that include a credit check, this form is necessary in the process.
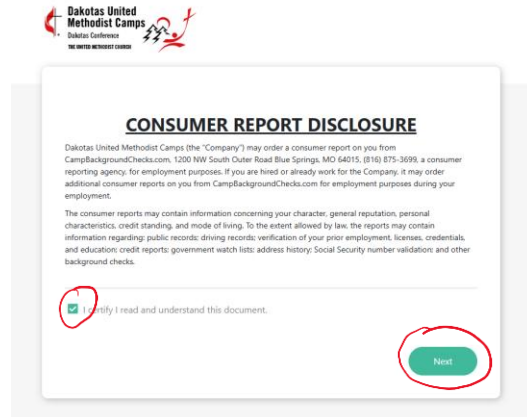

7. Scroll to the bottom and check the box next to "I certify I have read and understand…". Then click **NEXT**.

8. On the Consumer Report Disclosure Document, check the box at the bottom next to, "I certify that I read and understand the document." Then click **NEXT.**

9. Read the "Consumer Report/Investigative Consumer Report Authorization Document" and scroll to the bottom to **click to add your electronic signature.**

10.   Enter your personal data and click **NEXT.**

IMPORTANT: Only click NEXT ONE TIME. Multiple clicks will trigger multiple background checks to be run on the same person and the church will be charged for additional background checks.

11.   Wait for the page to update and indicate that "the session has been closed for your security." If you choose, you can download a copy of your application by clicking the DOWNLOAD button. It is not necessary to download a copy of your application.
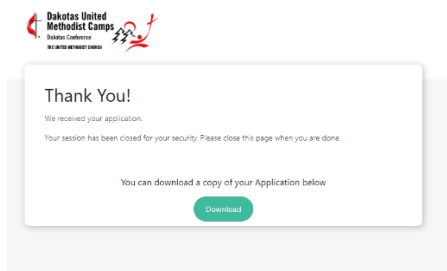

What happens next?

Camp Background Checks will run your background check and securely send results to the Dakotas UM Camps office for review. Dakotas UM Camps will send the results to your church's Safer Sanctuary Representative for secure storage and reaching out to volunteers as necessary.

Once all the volunteers of the church have completed the electronic forms and the background checks have been processed Dakotas UM Camps will bill the church for the background checks.