**Section 401.240 Background Checks**

The agency shall have appropriate personnel procedures in place to insure that all persons subject to the background checks required by 89 Ill. Adm. Code 385 (Background Checks) authorize such checks and submit to fingerprinting (when required). The agency shall insure that only designated personnel review the background check information and make decisions about the suitability of the individual for licensure or employment. All background check information shall be maintained separately in a confidential file, apart from the employee's personnel records, which may be accessed only by authorized child welfare agency and Department staff.

(Source: Added at 22 Ill. Reg. 10329, effective May 26, 1998)