

References and Resources



There are various state and federal laws governing the access and use of criminal justice information

What are the laws?

State Laws, Regulations, and Policies:

- ❖ AS 12.62.110-120
- ❖ AS 12.62.160-170
- ❖ AS 12.62.400
- ❖ AS 12.62.900
- ❖ AS 47.05.300-390
- ❖ 13 AAC 68
- ❖ CSA Security Policy

Federal Laws, Regulations, and Policies:

- ❖ 25 USC 34 Section 3207
- ❖ Pub L. 92-544
- ❖ US Department of Justice Order 556-73
- ❖ FBI CJIS Security Policy
(available on the FBI's website:
<https://www.fbi.gov/services/cjis/cjis-security-policy-resource-center>)

Department of Public Safety

Criminal History Record Background Checks



Department of Public Safety Criminal Records & Identification Bureau

5700 E Tudor Road
Anchorage, AK 99507
Phone: 907.269.5767
Fax: 907.269.5091

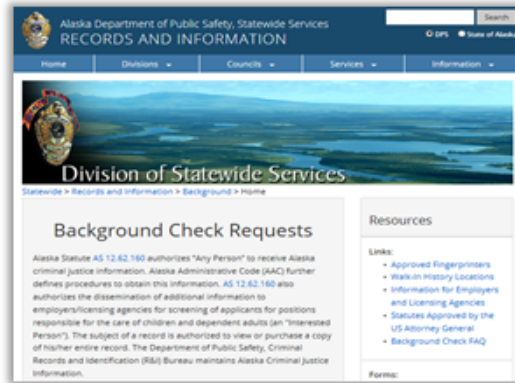
dps.criminal.records@alaska.gov



The Requirements, the Laws, and your Rights

[http://dps.alaska.gov/Statewide /
R-I/background/Home](http://dps.alaska.gov/Statewide/R-I/background/Home)

Criminal History Record Background Checks



<http://dps.alaska.gov/Statewide/R-I/Background/Home>

What is it?

A State Criminal History Record Background Check is a report from the Alaska Public Safety Information Network which is the Alaska criminal history repository managed by the Department of Public Safety.

The repository contains information regarding an individual's adult (18+) criminal arrests and convictions. Criminal is defined as a misdemeanor or felony offense. Infractions or violations, and most juvenile criminal offenses, are not included in the report.

The report will contain convictions, as well as dismissed and not guilty findings.

Who needs one?

Under state and federal laws, a Criminal History Record Background Check is required for any person seeking to be a foster parent, guardianship parent, or adoptive parent. This will also include checks for all household members (16+). The checks are also required for any employees or volunteers working with children and young adults.

How do I get one?

Under state and federal laws, each person is entitled to a copy of their criminal history record, generally for a fee and upon proof of identification.

The federal reports can only be obtained with submission of fingerprints along with the required forms and fees. The Federal Bureau of Investigation (FBI) manages the federal reports.

The state report can be either fingerprint based or name based, based upon proof of identification, and it also requires completion of the required forms and fees. The Department of Public Safety administers the Criminal History Background Check program for Alaska.

How is my information protected?

There are a number of state and federal laws governing the access and use of criminal history records. The information is confidential under state and federal law, and persons found to have misused the information may be subject to criminal investigation.

What if the information is not accurate?

If you believe the information in the report is not accurate or is incomplete, please contact the Criminal Records and Identification Bureau at the Department of Public Safety (online or in person in Anchorage). A Request to Correct Criminal Justice Information form will need to be completed in order for staff to research your record.

Criminal History Records are confidential under state and federal laws and must be securely maintained. You have the right to review your record and to challenge the accuracy of the information contained in the records.