



## Basic Difference between Local Police/RCMP and the Criminal Record Review Program (Ministry of Justice)

<b>RCMP/Local Police Police Information Check</b>	<b>BC Ministry of Justice Criminal Record Review Program (CRRP)</b>
Differs across municipalities	Same across the province
For any volunteer position	Only for volunteers who will work with children, youth and/or vulnerable adults
Fees vary	Free
Application is made at the local detachment	Application is made either online or through the organization
Check includes all charges, convictions, record suspensions for sexual offences and local indices (for negative contacts with the police)	Checks charges & convictions against relevant offences (determined by legislation), record suspensions for sexual offences, all interactions with the provincial court system & provincial corrections network; local indices checked if needed
The applicant receives the police information check and decides if they will share it with the organization	MOJ investigates any “hits” & determines if there is a risk. The organization is advised of the outcome (risk or no risk). No details regarding the offences are shared
In the event that the check is a concern, the organization will likely not be able to follow up with any professionals regarding the applicant, due to privacy and disclosure laws	When the Ministry is investigating any “hits” they will speak to the applicant as well as contact professionals such as a probation officer, addictions counsellor, etc
When there is a possible match to the suspended sexual offenders database fingerprints will be required (there may be a fee depending on the detachment)	When there is a possible match to the suspended sexual offenders database fingerprints will be required (the applicant must go to their police detachment and there may be a fee)
When someone has a possible match, fingerprints will be required every time that individual requests a new police information check	If the same individual is active with their rechecks through the CRRP, they should never have to re-do fingerprints. If there is a break, they may have to re-do them in 10 years
The organization must decide whether or not to place the applicant, taking into consideration human rights and other factors	The Ministry makes the decision whether or not the organization can place the applicant with children, youth and/or vulnerable adults
The organization decides which applicants require a police information check	An organization that “opts in” to the CRRP must ensure that all their volunteers who work with children/youth and/or vulnerable adults go through the CRRP. The organization may choose to conduct a police information check on the applicant as well as the CRRP
No requirement for a follow-up check	A follow-up check is required at least every 5 years (can be less if the organization wishes)

## Frequently Asked Questions about the CRRP

### ***How long has the Ministry of Justice been doing criminal record checks through the Criminal Records Review Program (CRRP)?***

Since 1996, all employees in organizations that were funded by the provincial government who work or interact with children and/or vulnerable adults have been checked through the CRRP.

This includes:

- Licensed or Registered child care or adult care providers
- Teachers, Doctors, Nurses
- Practicum students (e.g. social work students)

In 2013 Police Record Checks through the CRRP became available at no charge for all volunteers in British Columbia who work with children and/or vulnerable adults.

### ***What does it mean to “work with”?***

This term refers to Individuals who:

- work directly with children and/or vulnerable adults or
- have or could potentially have unsupervised access to children or vulnerable adults

### ***What does the CRRP check?***

The CRRP uses the following databases:

1. Canadian Police Information Centre (CPIC)
2. Justin (interactions with the Provincial Court System)
3. Cornet (Provincial Corrections Network)
4. Suspended Sexual Offender Database

Only the relevant or specified offences set out in Schedule 1 and 3 of the *Criminal Record Review Act* are reviewed. These offences are specific to the protection of children & vulnerable adults.

Once there is a relevant or specified offence, the remainder of the individual’s criminal record can be considered in determining whether there is risk.

### ***What do I receive when an applicant is cleared?***

You receive a letter (by email or post) signed by the Deputy Registrar indicating that the applicant does not pose a risk and is cleared to work with children and/or vulnerable adults.

### ***Are fingerprints ever required?***

Yes, if the name, gender and/or birthdate matches that of a suspended (formerly known as “pardoned”) sexual offender. This is the same whether through the local police or the CRRP. Once a volunteer has been fingerprinted using the CRRP, it is unlikely they will need to undergo fingerprinting in the future.

***What does the CRRP do when there is a “hit”?***

The Ministry then initiates the Adjudication Process that includes:

- contacting the applicant for more information,
- reviewing all documents,
- conducting interviews with other relevant parties such as probation officers, substance abuse counsellors and,
- depending upon the criminal record files they may request a PRIME search (non conviction/negative contact with the police).

The comprehensive investigative report is forwarded to the Deputy Registrar for a decision. The Deputy Registrar considers:

- the circumstances of the offence/s (nature, severity, pattern);
- the applicant’s age at the time of the offence;
- length of time passed with no criminal interaction;
- the applicant’s remorse, acknowledgement, and
- their attempts at rehabilitation (addiction recovery, anger management).

***What do I receive if an applicant is not cleared?***

You receive a letter by post signed by the Deputy Registrar indicating that the applicant poses a risk and is not cleared to work with children and/or vulnerable adults.

***Can I exercise my discretion about bringing on the volunteer after receiving a “not cleared” letter?***

You cannot place the applicant with children and/or vulnerable adults. You may place them in a position where they will not be “working with” children and/or vulnerable adults.

***Can I appeal the decision?***

The organization cannot appeal but the applicant can appeal the decision to the Registrar of the CRRP.

***How do I access the CRRP system for Record Checks for my volunteers?***

Your organization completes the application form and mails it to the Ministry of Justice. Once you receive your ID numbers you can begin directing volunteers to the CRRP for their Record Checks.

***Does the online application work for everyone?***

The majority of applicants can be processed online. Generally, individuals age 19 and over with at least 2 years credit history will be successful. The manual form is simple to complete and can be faxed to Victoria by the organization.

***What about the volunteers in my organization who have not gone through the CRRP?***

Once an organization opts into the CRRP they have one year to get all their existing volunteers through the CRRP.

***Where can I get more information?***

<http://www.pssg.gov.bc.ca/criminal-records-review/>  
1 888 587-0185