WAC 388-76-10170  Background check—Confidentiality—Use restricted—Retention. The adult family home must establish and implement procedures that ensure all background authorization forms, background check results, related information, and all copies are:

1. Kept in a confidential and secure manner;
2. Used for employment purposes only;
3. Not disclosed to any person except:
   a. The person about whom the home made the disclosure or background check;
   b. Licensed facilities, an employer of an authorized program, or an in-home services agency employer identified in WAC 388-76-10174;
   c. Authorized state and federal employees; and
   d. The Washington state patrol auditor.
4. Kept for two years after the date an employee either quits or is terminated.

[Statutory Authority: RCW 70.128.040, chapter 74.39A RCW. WSR 10-16-082, § 388-76-10170, filed 7/30/10, effective 1/1/11. Statutory Authority: RCW 70.128.040. WSR 09-03-030, § 388-76-10170, filed 1/12/09, effective 2/12/09. Statutory Authority: RCW 70.128.040 and chapters 70.128 and 74.34 RCW. WSR 07-21-080, § 388-76-10170, filed 10/16/07, effective 1/1/08.]