



May 5, 2023:

Changes to Human Services Background Checks:

There is a clearer path to pass a background check.

As of May 3, 2023, the following positions now have a different background check process:

- Peer Support Specialist
- Mental Health Professional
- Serves Only Adults

We have put together this [powerpoint and video](#) to provide you with direction and show you how to identify when to utilize these positions in DACS.

No variances for background check “exemptions”

DACS is set up to state what needs to happen. If it is one of these three positions, you enter the application in DACS, which identifies it for anyone processing the applications to apply the correct process.

If you provide services for an adults-only substance use disorder program, you only need to enter those in an administration role (program directors and members). All other employees should not be entered into DACS.



Questions and facts:

Where can I find the definitions?

The Human Services statute is newly coded as [26B-2-120](#). The definitions can be found in this statute for the following:

- [Certified Peer Support Specialist](#)
- [Peer Support Specialist](#)
- [Mental Health Professional](#)
- [Serves Adult Only](#)
- [Adult Only](#) no background check required

How do I know if my program qualifies?

The positions have been set up by program type.

When entering applications in DACS, a new *position category* will be available: **(5)(Exempt)** with the three options in the *position detail*:

- ADULT ONLY program employee
- Mental Health Professional
- Peer Support Specialist

What needs to go in the position description field?

We've added a new field — the position description is required to identify additional details about the applicant. For each of the position details, you'll need to enter:

- **ADULT ONLY program employee**—Position within the organization and/or their job description
- **Mental Health Professional**—DOPL license number
- **Peer Support Specialist**—Position within the organization and/or their job description
 - **Certified Peer Support Specialist**—License number



What about all of the current employees in DACS?

This new process is active now and moving forward, and we cannot retroactively apply it. We are still in the process of determining what exactly should be done. This came about because of a statute that went into effect on May 3, 2023. Any current employees will already have gone through the approval process. We will be looking into *if anything* needs to be done moving forward.