

North Carolina Department of Health and Human Services  
Division of Health Service Regulation  
Adult Care Licensure Section  
2708 Mail Service Center Raleigh, NC 27699-2708  
Phone: (919) 855-3765  
Fax: (919) 733-9379

**Criminal History Predetermination Review**

A criminal history predetermination review is an inquiry made by an individual to review the criminal history to determine whether the individual's criminal history will likely disqualify the individual from obtaining an administrator certification or approval.

Individual Name: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
City, State, Zip Code: \_\_\_\_\_  
Email Address: \_\_\_\_\_  
Phone Number: \_\_\_\_\_  
Birthdate: \_\_\_\_\_

**Required Items for Predetermination**

- Certified Check or money order of \$45.00 made payable to Division of Health Service Regulation
- Criminal history check provided by State Bureau of Investigation (SBI)
  - o Federal Bureau of Investigation (FBI) and SBI criminal history check required if individual resided in North Carolina less than 5 years

A predetermination made that your criminal history would likely prevent you from being certified or approved is not a final agency decision and shall not entitle you to any right to judicial review under Article 4 of Chapter 150B of the General Statutes.

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

Please send form and required items to:  
Division of Health Service Regulation  
Adult Care Licensure Section  
2708 Mail Service Center  
Raleigh, NC 27699-2708

<b>*** OFFICE USE ONLY***</b>
Qualified: _____ Disqualified: _____
Date: _____