



Rhode Island Department of Human Services

Office of Child Care - Out of State Background Check

Updated 05/2026

Who needs an Out of State Background Check?

An Out of State Background Check is required for:

- Any **child care staff** member who **currently** lives outside of Rhode Island, including **college students** enrolled in a Rhode Island school who maintain **residency in another state**.
- Any **child care staff** member who **has lived outside of Rhode Island within the past five (5) years**
- For family child care programs: **all household members over the age of 18 who meet the above criteria**

Why is an Out of State Background Check needed?

The Department of Human Services (DHS) must ensure that every adult working or residing in a licensed child care program receives a **complete background check**.

- Rhode Island, the comprehensive fingerprint-based background check completed through the Attorney General's Office/ local police departments covers the criminal history requirement.
- However, staff who currently live (or have lived) outside of Rhode Island in the past five years must also undergo a **state-specific child abuse and neglect registry checks** from each applicable state/country of residence.

How do I obtain an Out of State Background check?

If you or a member of your program meet the requirement:

- **Contact the Child Care Licensing team** for guidance: dhs.childcarelicensing@dhs.ri.gov.
- A member of the team will provide instructions and facilitate the required request from the other state/country.
- In some states/countries, DHS may submit the request for you. In others, the individual must submit the request directly. The Department will support you through this process.

How do I demonstrate compliance with this requirement in RISES?

To have an approved background check in RISES:

- All background check components must be completed
- For Out of State Background Checks, the RISES background check section will be approved when the **documentation confirming the request** from the other state is uploaded
 - Documentation may be uploaded by DHS (if DHS submits the request) or by the individual/program (if the stat requires the request to be submitted personally)

- Once DHS receives the results from the other state/country, DHS uploads the results to RISES.
- Out of State Background Checks, like all background checks, must be **completed every five years**.
- If the individual becomes a Rhode Island resident the Out of State check is no longer required. Your assigned licensor can confirm if an updated version is needed

Who can I contact if I am unsure if an Out of State Background Check is required or if one has already been completed?

Your assigned licensor is the primary contact for licensing questions and Out of State Background Check requirements.

You may also contact: dhs.childcarelicensing@dhs.ri.gov