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If you identify information that is outdated, please notify us at CHC@cns.gov.

Texas is an open records state.

Some form of criminal history information is open to the public in “open records” states. In “closed records” states, access to criminal history information is not generally available to the public, but is available to authorized entities (e.g. law enforcement agencies).

Contact Information

Texas Department of Public Safety, Crime Records Service

<http://www.txdps.state.tx.us/>

Phone: 855-481-7070

Email: DPS@microassist.net

State Checks

General Information on State Checks:

- While two options for types of state checks are listed below, name-based and fingerprint-based, only one type of state check is required. CNCS does not recommend one of these checks over the other. Either the name-based state check or the fingerprint-based state check is acceptable.
- Please note that to be in compliance with CNCS requirements, recipients may have to conduct checks in up to two states: the state of service/work check on individuals in covered positions, as well as a state of residence check (i.e. if the state of residence is different from the state of service/work at the time of application).

Name-Based State Checks

Available from: Texas Department of Public Safety, Crime Records Service

What is released: No result or if there is a result: information on arrests, prosecutions, and disposition of the case for persons arrested for Class B misdemeanor or greater violation of Texas criminal statutes are included in the CCH.

Cost: \$10.00 (paper); approximately \$3.00 when using the online search function through the Texas Computerized Criminal History (CCH)

How long does it take to obtain results? 24 – 48 hours

Available to: Volunteer Children’s Activity Provider’s and other Volunteer Centers qualify as legislatively authorized private entity. All authorized private entities have access to Texas’ secure website for conducting checks. See Chapter 411, Subchapter F [411.126] of the Texas Government Code for the definition and other information concerning “Volunteer Centers”: <http://www.statutes.legis.state.tx.us/Docs/GV/htm/GV.411.htm>.

Additional notes:

- For name-based and fingerprint checks: To find out if you’re eligible to access Texas’ secure website for checks, call 512-424-2474.
- If you are not eligible for the Secure website (<https://secure.txdps.state.tx.us/DpsWebsite/index.aspx>), you can access the public website (<https://records.txdps.state.tx.us/DpsWebsite/index.aspx>).

Fingerprint-Based State Checks

Available from: Texas Department of Public Safety, Crime Records Service

What is released: No result or if there is a result: information on arrests, prosecutions, and disposition of the case for persons arrested for Class B misdemeanor or greater violation of Texas criminal statutes are included in the CCH.

Cost: \$15.00 (plus the cost of fingerprinting at \$9.95 with FAST, the Fingerprint Applicant Services of Texas, [vendor: Morpho Trust] or around \$10.00 for law enforcement agencies)

How long does it take to obtain results? Approximately 10 business days

Available to: Volunteer Children’s Activity Provider’s and other Volunteer Centers qualify as legislatively authorized private entity. All authorized private entities have access to Texas’ secure website for conducting checks. See Chapter 411, Subchapter F [411.126] of the Texas Government Code for the definition and other information concerning “Volunteer Centers”: <http://www.statutes.legis.state.tx.us/Docs/GV/htm/GV.411.htm>.

Additional notes:

- The FAST Program (Fingerprint Applicant Services of Texas), can be contacted at 512-424-2365.
- Additional details on fingerprinting services can be found here:
http://www.txdps.state.tx.us/administration/crime_records/pages/applicantfingerprintservices.htm
For name-based and fingerprint checks: To find out if you’re eligible to access Texas’ secure website for checks, call 512-424-2474.
- If you are not eligible for the Secure website (<https://secure.txdps.state.tx.us/DpsWebsite/index.aspx>), you can access the Public website (<https://records.txdps.state.tx.us/DpsWebsite/index.aspx>).

Approved Alternative Repositories

State repositories are institutions that house and maintain the arrest and disposition (or outcome) information for cases handled in that state. Each state has a central repository, and CNCS has designated one in each state that grantees must use. In some cases, generally when a different institution is able to provide information that is equivalent to what is provided by the state repository, CNCS may designate them as an Approved Alternative Repository.

None at this time.

FBI Checks

FBI Check Guidance: <http://www.nationalservice.gov/FBIGuidance>

State Repository Provides FBI Checks: No

CNCS FBI Channeler: Organizations that cannot successfully use the state repository for FBI checks may use CNCS’s FBI-approved Channeler, Fieldprint, for FBI checks.

Cost: The cost for one FBI check through Fieldprint is \$27.50.

How long does it take to receive results? The majority of checks conducted electronically take no more than two business days from the date the fingerprints are captured. If an applicant does not live near a Fieldprint livescan location and fingerprints must be taken manually and mailed, it will take longer to receive the results. See the Fieldprint Guide and FAQ (linked below) for more information.

More information:

- Fieldprint Guide and FAQs: <https://www.nationalservice.gov/FBIGuidance> (see document, “Using Fieldprint as an FBI Channeler – A Guide for CNCS Recipients”)
- Fieldprint website: <http://www.fieldprintcnscs.com/>

NSOPW (National Sex Offender Public Website) Check

nsopw.gov

A required component of the NSCHC is a nationwide check of NSOPW.gov before an individual begins work or service in a covered position. Please note that a compliant nationwide NSOPW check must include reports from all states, territories, and tribes. If any state, territory, or tribe is unavailable at the time the NSOPW check is conducted, you must either run a nationwide NSOPW check again through NSOPW.gov and ensure that all entities are reporting, or run a separate check for each entity that is not reporting through the state sex offender registry website.

Please note that a check of a single state’s sex offender registry alone is not sufficient to meet the requirements of the nationwide NSOPW check requirement. The information provided in the State Sex Offender Registry Information section is for reference purposes only in the event that a single state sex offender registry check is necessary to supplement an incomplete nationwide NSOPW check.

State Sex Offender Registry Information

Texas Sex Offender Registry: <https://records.txdps.state.tx.us/SexOffender/PublicSite/Index.aspx>

Individuals Requesting Criminal History Records (versus Organizations)

1. Please sign up in Texas’s Department of Public Safety Criminal History Name Search [here](#). The background check can be completed online. (More information on the process can be found on this page.)
2. Register as a new user, select an individual account, and fill out the required personal information. Once you create a new sign-in, you can search for yourself.
3. You must pay by credit card. The fee is \$3.00. A 2.25% fee per credit card plus a \$0.50 transaction fee will be added to each order.
4. Results will be sent via email within 24 hours. Bring sealed result to program to ensure chain of custody.