



Christian Life Church Background Check Standards

Christian Life Church (CLC) is committed to providing a safe, secure, and trustworthy environment for everyone in our church community—especially children, youth, and families. Background checks are one of the ways we uphold this commitment.

1. Background Checks Used by Christian Life Church

Standard Background Check

Includes identity verification, Social Security number trace, national criminal database search, sex offender registry search, and county criminal court searches based on residence history.

Driver Background Check (When Applicable)

Required for individuals who drive or transport others on behalf of the church. Includes all components of the Standard background check plus a Motor Vehicle Record (MVR) review.

2. CLC Standards (What We Use)

- Children & Youth Volunteers: Standard background check required.
- Children & Youth Leaders / Staff: Standard background check required.
- Drivers / Transportation Volunteers: Standard background check plus Driver background check required.
- Volunteers with no child contact and no driving responsibilities: Background checks may be required at the discretion of church leadership.

3. How the Background Check Process Works

The Background Check Request Form is located on the Christian Life Church website under the Forms section. Submitting this form initiates the background check process.

Once a request is received and approved, the background check is typically completed within 48 hours. The individual will receive a secure email from support@checkr.com with instructions to complete the process. Individuals should check their spam or junk folder, as these emails may occasionally be filtered.

4. Results, Records & Secure Storage

When a background check is completed, Christian Life Church reviews the completion status and eligibility result. The full report is retrieved directly from the church's Checkr account.

A copy of the report is securely stored in the church's Google Drive at: clc.maryland@gmail.com → Background Checks.

File Naming Standard: First Initial – Last Name – Date Background Check Completed (example: S Johnson – 12-15-25).

5. Renewal & Updates

Background checks are generally renewed every two (2) years for anyone serving with minors, and sooner if a role changes, driving responsibilities are added, or an individual returns after an extended period of inactivity.

6. Commitment to Safety & Confidentiality

Christian Life Church does not collect or store sensitive personal information through church forms. All background check information is handled confidentially and accessed only by authorized church leadership.