Good morning, Sen. Gelser:

I wanted to share some information on the enrollment process for the Central Background Registry. The data below is for 2019 as it is the last typical data year. This is a breakdown of the time it takes to complete the steps in the process. However, the average is 21 days/3 weeks if a person is not conditionally enrolled before that time.

Number of CBR Enrollments: 11,490
- Number that were conditionally enrolled: Approximately 9,295 records (enrollment letter sent to DAS the night it is issued to be mailed, if employment the confirmation letter goes to DAS the same night)

Processing times:
- Intake, initial checks and FBI letter sent (letters sent to DAS that night to be mailed, in addition we send the letter out by email the next business day if email is on file)
    - Average= 2.74 days
- Applicant response time to complete fingerprints
    - Average=11.16 days
- OSP and FBI processing time
    - Average=14.5 days
- Review of Results (If approved the final approval letter sent to DAS that night to mail, if employment the confirmation letter goes to DAS the same night)
    - Average=3.26 days
- **Enrollment final approval for those that were not conditional enrolled (final approval letter sent to DAS that night to mail, if employment the confirmation letter goes to DAS the same night)**
    - **Average=21 days**

All the best,

Troy

Troy Duker
Early Learning Division
Government Affairs Manager
p: (971) 900-9087