Washington State DEPARTMENT OF SOCIAL & HEALTH SERVICES

JUVENILE REHABILITATION ADMINISTRATION (JRA)

# CONTRACT RENEWAL ACKNOWLEDGMENT OF REQUIREMENTS TO REPORT CRIMINAL CONVICTIONS

Use this form **ONLY** when renewing a contract with a service provider who was cleared through the JRA background check process based on a previous but consecutive contract agreement.

Persons who plead guilty to or are convicted of:

a. any felony sex offense as defined in RCW 9.94A.030 and RCW 9A.44.130;

b. any crime specified in Chapter 9A.44 RCW when the victim was a juvenile in the custody of or under the jurisdiction of JRA; or

c. any violent offense as defined in RCW 9.94A.030

are not allowed regular access* to juveniles within the JRA system. Any person who has entered a guilty plea or has been convicted of one or more of these offenses is not eligible for an employed, contracted, or volunteer position within JRA if that person will have regular access to juveniles within the JRA system.

Current employees, volunteers, and contracted service providers who are authorized for regular access to a juvenile(s) must report any guilty plea or conviction of any of the above offenses. The report must be made to the person's supervisor within seven (7) days of conviction. Failure to report within seven days constitutes misconduct under Title 50 RCW.

Employees, volunteers, and contracted service providers who have reported a guilty plea or conviction for one or more of these offenses must not have regular access to juveniles within the JRA system.

* "Regular access" means unsupervised access to a juvenile(s) for more than a nominal amount of time, that is the result of the person's regularly scheduled activities or work duties. For the purpose of this definition, juvenile means a juvenile offender under the jurisdiction of JRA or a youthful offender under the jurisdiction of the Department of Corrections who is placed in a JRA facility.

**I am aware of my additional responsibility to report any guilty pleas or criminal convictions (RCW 72.05.440 and WAC 275-37-030, Background Checks; RCW 13.40.570, Sexual Misconduct by State Employees, contractors). In addition, as a term of my contract renewal, I certify I have not plead guilty or been convicted of any of the identified crimes in the past and understand that falsification of this information is grounds for immediate termination of my contract(s) with DSHS/JRA.**

| SIGNATURE | DATE |
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| CONTRACTOR'S NAME |
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