

1949 Old Hickory Boulevard Brentwood, Tennessee 37027 615.373.0601 www.harpethhills.org

## **BACKGROUND CHECKS**

Harpeth Hills Church of Christ has a contract with Christian Background Checks (CBC), a company specializing in background checks for Christian organizations. For most applicants CBC will provide a Social Security Trace to verify a person's identity and arrest history, a state Motor Vehicle Report to see if a person has a negative driving history, and an Online Database Arrest Records search in local counties to check for prior arrests. If a red flag were to go up, a more thorough search for Criminal Records would be made. Credit checks will not be done.

In order to keep our records current, we are asking each volunteer to authorize a background check every three years. In addition, please check with ministry leaders for any additional requirements that relate to your area of service.

CBC maintains security on all their data so your personal information is kept confidential. When you fill out the requested information and submit it to CBN, you are authorizing them to do the background check and to share that information with the Harpeth Hills Counseling Center Director. They will also send you a copy of your report.

## Thank you for serving at Harpeth Hills.

If you have questions, please contact Dr. Jim Anderson at jima@harpethhills.org or 615.373.0601 x114.