

BCI and FBI Background Checks

The purpose of this guidance is to (1) tell you which reason codes to use when requesting BCI or FBI background checks and (2) explain what reason codes are.

There are two types of web check software. One type lists the actual reason code which is the statute that requires the background check. The other type lists the title of the reason code. You need to find out from your web check provider which type of software it has so that you know whether to provide a statute for the reason code or a title for the reason code.

1. What BCI Reason Codes to Use

For employment with DODD, or a county board of developmental disabilities	1. Statute "5123.081" or 2. the title "Employees of DODD, county boards of DD and contracting DD."
For employment in a direct services position with a provider or subcontractor	1. Statute "5123.081" or 2. the title "Employees of DODD, county boards of DD and contracting DD."
For those seeking certification as an independent provider or an agency CEO	1. Statute "5123.169" or 2. the title "Applicant for a supported living certificate."

2. What FBI Reason Codes to Use

For employment with DODD, or a county board of developmental disabilities	1. Statute "5126.28" or 2. The title "Employment with DODD"
For employment in a direct services position with a provider or subcontractor	1. Statute "5126.28" or 2. The title "Employment with DODD"
For those seeking certification as an independent provider or an agency CEO	1. Statute "5126.28" or 2. The title "Employment with DODD"

The results should be mailed directly to :

Ohio Department of Developmental Disabilities
30 East Broad Street, 13th Floor
Columbus, OH 43215