

* * * **ATTENTION: AGENCY TAC/POC** * * *
REVIEW AND DISTRIBUTE THIS NOTICE ACCORDINGLY



Required Background Checks for Working with Children

Currently, the existing statutes ([G.S. 153A-94.2](#) for counties and [G.S. 160A-164.2](#) for cities) make criminal history records checks on applicants for all child-related positions optional. A new law changes those statutes, making these checks required as of October 1, 2025.

Pertinent Info:

[House Bill 162](#) mandates that all city and county governments must require criminal history record checks for any new employment applicant whose position requires them to work with children (aged 17 or younger) in any capacity. These checks are required for those applicants offered the positions, not for every applicant applying for the jobs. The criminal history records checks must be conducted by the SBI using the county/city government's existing policy for fingerprinting. It is the agency's decision whether to fingerprint those already in positions which work with children. As of October 1, 2025, **all new applicants** offered child-related positions must be fingerprinted for criminal history background checks.

The required criminal history background checks will be done as non-criminal justice checks, which require agencies to have an Access Agreement (AA) with the NCSBI. Agencies may contact the Access Integrity Unit (AIU) at AIUHelp@ncsbi.gov or (919) 582-8639.

When submitting electronic fingerprints to the NCSBI, agencies are to use the below information.

- Type of Transaction (TOT): NFUF
- North Carolina Card Type (NCT): OTH
- Reason For Fingerprinting (RFP): 180 City or County Government Employment

Get

CONNECTED

North Carolina State Bureau of Investigation

Notice #: 2025 - 00003

Please do not rely solely on this document as an all-inclusive resource.

If you are uncertain about any issue, please seek out guidance from your agency legal counsel or contact the SBI for direction to an appropriate guiding authority.

In Review:

- [House Bill 162](#) clarifies the previous statutes, making criminal history records checks required for any new applicant who will be working with children (17 and younger).
- Effective October 1, 2025.
- Checks must be conducted by the NCSBI.
- Agencies must have a signed Access Agreement (AA) with the NCSBI to perform these non-criminal justice background checks.
- Contact the Access Integrity Unit for AA at AIUHelp@ncsbi.gov or (919) 582-8639.

For additional information about the new law, visit the [NC General Assembly website](#) and the UNC School of Government [Coates' Canons NC Local Government Law](#).
