



April 2024

MISSISSIPPI STATE DEPARTMENT OF HEALTH

As a result of the adoption of the Child Care and Development Block Grant Act of 2014, **former residents of Mississippi seeking a Mississippi interstate background check will have the following checks completed via a fingerprint-based submission to the Mississippi Criminal Information Center (MCIC):**

- 1) A Mississippi state criminal history record check.
- 2) A Mississippi sex offender registry or repository check.
- 3) A Mississippi child abuse and neglect registry and database check (see below link)

**** Mississippi does not participate in the National Fingerprint File Program**

Please follow the below steps to request a Mississippi interstate background check request:

- 1) Click the following link to complete payment for background check. The background check will cost \$50.00 and must be paid online. [Criminal History Fingerprint Payment Portal](#). Choose child care from the drop-down menu and use the following facility code: CH0104758 when prompted.

***Please note on the credit card checkout page the “Customer Info” address should match the billing address associated with the credit card.**

- 2) Once payment is complete, visit a local sheriff’s office, police station, or other entity to request fingerprinting on a fingerprint card. Mail the completed fingerprint card to the mailing address below (if fingerprint card is needed, please contact Julie Henderson at 601-364-5059 or email CHRCUnit@msdh.ms.gov)

- 3) Click [Here](#) to complete the Mississippi Child Abuse and Neglect Registry form.

- 4) Mail Completed Fingerprint Card to:

Mississippi State Department of Health
Criminal History Record Check Unit
Attn: Julie Henderson
143B LeFleur’s Square
Jackson, MS. 39211

If mailing a card via USPS, please obtain a tracking number to monitor location of card.

NOTE: The Mississippi State Department of Health does not conduct name-based background searches. Please submit a physical fingerprint card to complete the Mississippi background check.

For questions regarding the above process, contact Julie Henderson (601.364.5059), Nicole Banes (601.364.1101), or email CHRCUnit@msdh.ms.gov.