



## State of New Jersey

DEPARTMENT OF CHILDREN AND FAMILIES

OFFICE OF LEGAL AFFAIRS  
PO BOX 717-CC:910  
TRENTON, NJ 08625-0717

CHRIS CHRISTIE  
*Governor*

ALLISON BLAKE, PH.D, L.S.W.  
*Commissioner*

KIM GUADAGNO  
*Lt. Governor*

To Whom It May Concern:

The CARI (Child Abuse Record Information) Unit performs the background checks for child abuse/neglect for the NJ Department of Children and Families. Our out-of-state procedure is based on The Adam Walsh Child Protection and Safety Act, the Hague Convention requirements and the Universal Accreditation Act.

**The Adam Walsh Child Protection and Safety Act** is for child placing agencies processing applications for adoption and foster care. The Act requires states to check any child abuse and neglect registry maintained by any State for child abuse information on the prospective foster/adoptive parent and on any adults living in the home of the prospective parent.

In addition, agencies are required to request clearances from any state to which the prospective parent and adult household member has lived in the last five years before the prospective foster/adoptive parent is approved for the placement of a child.

**The Hague Convention** requirement is an agreement among Hague countries that serves the purpose of safeguarding children who are being adopted from other Hague countries. Therefore, this requirement is solely used for International Adoption purposes, for adoptive applicants and household members over the age of 18. The Convention requires adoptive applicants to provide child abuse/neglect clearances from all states/countries in which they resided from the age of 18 yrs.

**The Universal Accreditation Act (UAA) of 2012** requires that adoption service providers (ASP)s handling non-Hague Convention adoption cases that fall under the Immigration and Nationality Act (INA) section 101(b)(1)(F) follow the same accreditation or approval process required of ASPs that handle Hague Convention cases under INA SECTION 101(b)(1)(G). The UAA assures families pursuing an intercountry adoption that regardless of the country from which they intend to adopt, the ASP they choose will comply with the same ethical standards of practice and conduct.

***If your request is not the Adam Walsh Act, Hague Convention, or the Universal Accreditation Act (UAA) request, please include your state statute which compels the disclosure of CARI information. Otherwise, if a request does not conform to state law, the Adam Walsh Act, Hague Convention, or the Universal Accreditation Act (UAA), a CARI check cannot be processed.***

To obtain a CARI background check for individual(s) who have moved from the State of New Jersey to your state, including potential resource families, (foster/adoptive applicants) who have lived in New Jersey within the last five years please:

- Complete the Out-Of-State CARI Background Request Form in its entirety.
- Include a copy of your agency license or certification.
- Please include a ***pre-paid return envelope*** with each request that is submitted, since there is **no fee charged** for this background check.
- Once the process is complete, the CARI Unit will send the CARI form to your attention identifying whether or not the applicant has been substantiated of child abuse and/or neglect.

Please submit your request to the address listed below:

**Department of Children and Families  
Office of Legal Affairs / CARI Unit  
50 E. State Street  
P.O. Box 717  
Trenton, New Jersey 08625-0717**

Please allow **45 working days** for processing from the date that the request is received in this office. If you have any additional questions, feel free to call (855)744-4913.