

Community Based Care of Brevard, Inc. Policy and Procedure Manual



Series: Governance **COA:**
Policy Name: Moral Character & Background Screening **CFOP:**
Policy Number: GOV-015
Revision #/Date: N/A
Effective Date: 11/30/2008

Applicable to: CBC of Brevard Board of Directors

SUBJECT: Good Moral Character & Background Screening

PURPOSE: To ensure that the CBC of Brevard Board of Directors meet the highest standard of moral character to represent and protect the interests of the Agency, the children and families served, and the fiduciary responsibility of the organization.

POLICY:

Reference: Subject to F.S. Chapter 409. 175, F.S. 435.04

CBC of Brevard strives to maintain a stellar reputation as the Lead Child Welfare Agency contracted by the State of Florida to conduct business in Brevard County. As such, Board Members will be subject to a background check and fingerprinting prior to serving on the Board of Directors. This action is intended to ensure members who are selected to protect the interests of the Agency and those we serve are able to do so responsibly and in no way will compromise the integrity of CBC of Brevard. This action is intended to ensure that members selected to represent the Agency can do so without potential hindrances to the reputation of the organization.

This policy outlines the expectation that each CBC of Brevard Board Member and candidate being considered to serve on the CBC of Brevard Board will sign *the Affidavit of Good Moral Character* attesting that they have not been found guilty of, or have entered a plea of guilty or no contest, regardless of the adjudication, to any of the charges outlined under the provisions of the Florida Statutes or under any similar statute of another jurisdiction. Members will also attest that they do not have a delinquency record that is similar to any of these offenses. Board Members will sign this on an annual basis.

Members will also be required to acknowledge the existence of any criminal records as defined in the Affidavit regardless of whether or not those records have been sealed or expunged. Members will agree to notify the Board of Directors of any possible disqualifying offenses that may occur while serving on the CBC of Brevard Board that fall under Chapter 435, Florida Statutes as required.

Upon execution of this policy all members will be fingerprinted prior to serving on the Board of Directors and every five (5) years thereafter or other frequency as mandated by statute.

Community Based Care of Brevard, Inc. Policy and Procedure Manual

Approved by the CBC of Brevard Board of Directors , 2008

AS APPROVED BY THE BOARD OF DIRECTORS: BY DIRECTION OF THE CHIEF EXECUTIVE OFFICER:



MR. WILLIAM RYDER
Chair

Signature Date: 11-20-2008



DR. PATRICIA NELLIUS-GUTHRIE
Chief Executive Officer

Signature Date: 11-20-2008