

**Criminal Background Process**  
**Division of Health Care Quality**  
**Nursing Home and Home Health Providers and Agencies**

**LOCATION FOR FINGERPRINTING**

**KENT COUNTY (Walk in only)**

DELAWARE STATE POLICE  
STATE BUREAU OF IDENTIFICATION  
600 S. Bay Road, Suite 1  
DOVER, DELAWARE 19901

***MONDAY – FRIDAY*** ***8:00AM – 3:30PM***

***WEDNESDAY EXTENDED HOURS*** ***8:00AM – 7:00PM***

***\*EXTENDED HOURS BEGINNING OCTOBER 4<sup>TH</sup>\****

**Please call (302) 739-5884 for any questions**

**PROCEDURES FOR OBTAINING A CRIMINAL HISTORY RECORD**

**Individuals must bring the following items:**

1. Picture ID (driver's license, State ID, social services card, etc.)
2. Completed Criminal History Record Request form.
3. Payment of \$85.00 in form of cash, Visa, Master Card, Discover and a business check or money order payable to the Delaware State Police