



Division of Criminal
Justice Services

New York State Law Enforcement Accreditation Program
Background Investigation Checklist

Candidate Name: _____ DOB: _____ Phone: _____

Task	Date	Comments	Initials
Comprehensive Application			
Personal History Statement			
Fingerprint Criminal History			
Family References			
Personal References			
Educational Institutions			
Current & Previous Employers			
Current & Prior Neighbors/Landlords			
Department of Motor Vehicles			
Armed Forces			
Affiliations/Social Media			
Court Records			
Credit Agencies			
Law Enforcement Agencies			
In-person Interview			
Central State Registry Check (If applicable) ops.registry.record.search@dcjs.ny.gov			
National Decertification Index Search https://www.iadltest.org/our-services/ndi/about-ndi			
Physical Agility Test Results (\$6000.8)			
Identity Verification			
Written Test Score (If applicable)			
Medical Exam (\$6000.4)			
Psychological Exam (\$6000.11)			

Additional Comments:

Background Investigator: _____

Investigator Signature: _____

Date: _____