

Emergency Medical Services Agency

976 Lenzen Avenue | San Jose, CA 95128
408.885.4250 | 408.885.3538 fax
www.sccemsagency.org

Public Health Department

Santa Clara Valley Health & Hospital System



**Santa Clara County Emergency Medical Services
Background Check Requirement**

Santa Clara County Emergency Medical Services requires background checks for all EMT's certifying in the county. In most cases this shall be accomplished through the Department of Justice (DOJ) Live Scan system. An authorized government entity may complete its own investigation in lieu of the DOJ background check. Attached is the necessary paper work to complete a Live Scan fingerprint background along with a sample form. The estimated cost is **\$52.00** per person and appointments may be required depending on Live Scan agency. The Santa Clara County EMS Agency must be the designated notification agency for the Live Scan background. Once you have completed the fingerprint process the Santa Clara County EMS Agency will be notified electronically by the Department of Justice in approximately 7 days but it may take as long as several weeks. Privacy and confidentiality of criminal history record is the responsibility of the EMS Agency. Once a response is received from the DOJ we are obligated to destroy that information immediately once a decision is made on certification status. Only authorized EMS Agency personnel are permitted to review this information. We do not accept Live Scan results that are sent to another agency.

Below are the Santa Clara County Sheriff's Live Scan terminals. For a complete list of Live scan terminals in the state and for additional information on the background check process please refer to:

<http://caag.state.ca.us/fingerprints/publications/contact.pdf>

- ◆ Santa Clara County Sheriff's Office
55 West Younger Ave
San Jose, CA 95110
Appointment
Monday-Friday
(408) 808-4900
- ◆ West Valley Division
14374 Saratoga Ave
Saratoga, CA 95070
Appointment
Monday-Friday
(408) 867-9715
- ◆ South County Sub-Station
12431 Monterey Road
San Martin, CA 95046
Appointment
Monday-Friday
(408) 686-3651
- ◆ Stanford University
Department of Public Safety
711 Serra Street
Stanford, CA 94305
Appointment
Monday-Friday
(650) 723-9633

Dedicated to the health of the whole community

The Public Health Department is a division of Santa Clara Valley Health & Hospital System, owned and operated by the County of Santa Clara.

REQUEST FOR LIVE SCAN SERVICE

BCII 8016 (3/07)

Applicant Submission

ORI: A1268 Type of Application: Certification
Code assigned by DOJ
 Job Title or Type of License, Certification or Permit: Emergency Medical Technician

Agency Address Set Contributing Agency:

Santa Clara County EMS Agency 04165
Agency authorized to receive criminal history information Mail Code (five-digit code assigned by DOJ)
976 Lenzen Avenue Josh Davies
Street No. Street or PO Box Contact Name (Mandatory for all school submissions)
San Jose, CA 95126 (408) 885-4250
City State Zip Code Contact Telephone No.

Name of Applicant: _____
(Please print) Last First MI
 Alias: _____ Driver's License No: _____
Last First
 Date of Birth: _____ Sex: Male Female Misc. No. BIL - _____
Agency Billing Number
 Height: _____ Weight: _____ Misc. Number: _____
 Home Address: _____
 Eye Color: _____ Hair Color: _____
Street No. Street or PO Box
 Place of Birth: _____
City, State and Zip Code
 Social Security Number: _____

Your Number: _____
OCA No. (Agency Identifying No.) Level of Service: DOJ FBI
 If resubmission, list Original ATI Number: _____

Employer: (Additional response for agencies specified by statute)

 Employer Name

 Street No. Street or PO Box Mail Code (five digit code assigned by DOJ)

 City State Zip Code Agency Telephone No. (optional)

Live Scan Transaction Completed By: _____
Name of Operator Date

 Transmitting Agency ATI No. Amount Collected/Billed
