



Mountain-Valley

Emergency Medical Services Agency

Directions for Completion of Fingerprint Background Check EMT-I Certification/Recertification Applicants

1. Obtain a "Request for Live Scan Service" form from the EMS Agency. You can pick up a form at the EMS Agency, download from the Agency website (www.mvemsa.com) or request (by telephone, 209-529-5085, or via e-mail, jthompson@mvemsa.com) that one be mailed to you. ***The (DOJ) Background Check process must be completed for each Agency that requires one. Information obtained in a DOJ Background Check cannot be shared between Agencies.***
2. Complete the fields listed below:

These fields are automatically completed on the web based form on the Mountain-Valley Website

ORI: A2014

Type of Application: License, Certification, Permit

Job Title or Type of License, Certification or Permit: Emergency Medical Technician

Agency authorized to receive criminal history information: Mountain-Valley EMS Agency

Mail Code (five-digit code assigned by DOJ): 07792

Street No. Street or P.O. Box: 1101 Standiford Avenue, Suite D-1

Contact Name: Cindy Murdaugh

City: Modesto

State: CA

Zip Code: 95350

Contact Telephone No.: 209-529-5085

You need to complete these fields:

Name of Applicant: Enter your last name, first name and middle initial

Alias: Enter any other names you've used

Driver's License No.: Enter your California Driver's License number

Date of Birth: Enter your date of birth

Sex: Check the appropriate box

Height: Enter your height (feet and inches)

Weight: Enter your weight

Eye Color: Enter your eye color

Hair Color: Enter your hair color

Place of Birth: Enter your place of birth

SOC: Enter your social security number

Home Address: Enter your home street address, city, state and zip code

Level of Service: Check the DOJ box (**DO NOT CHECK THE FBI BOX**)

DO NOT COMPLETE ANY OTHER FIELDS ON THE FORM

(If the form is filled out incorrectly, DOJ may reject it, requiring the background check to be repeated, including additional fees.)

3. Please have the Live Scan process completed within thirty (30) days prior to the date you plan on applying for certification or recertification. Contact a Live Scan Agency from the attached list and make an appointment, if necessary. Locations of Live Scan agencies in other counties can be found on the internet at the Agency website or <http://www.ag.ca.gov/fingerprints/publications/contact.pdf>.
4. The total fee for the background check varies depending on where you have it done (please see attached list for fees) Each Live Scan agency charges a “rolling fee” which varies by agency. In addition to the Live Scan Agency’s rolling fee, there is a \$32 Department of Justice (DOJ) non-refundable fee. You pay the total of the rolling fee and the DOJ fee to the Live Scan Agency when you submit your fingerprints. Be sure to confirm what they accept as methods of payment (personal check, money order, cash, or credit card). Each Live Scan Agency may accept something different. No portion of this fee goes to Mountain-Valley.

When you decide where to go for your fingerprinting, it is good idea to call ahead, even if they do not require appointments, to make sure you have all of the latest information for the particular Live Scan site.

5. You will need to take a photo I.D. with you to the Live Scan Agency.
6. Certification will be issued after review and approval of the application and associated documentation, results of the background check and receipt of the EMT-I certification/recertification fee.

Live Scan Agencies by County

For additional locations go to <http://ag.ca.gov/fingerprints/publications/contact.php>

The cost of the Live Scan process is \$32.00 for the DOJ fee + the rolling fee

| LOCATION | HOURS | FEE | PAYMENT TYPE |
|-----------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|------------------------------------------------------------------|
| ALPINE COUNTY | | | |
| Markleeville Alpine Co. Sheriff's Dept. 14777 Highway 89, P.O.Box 278 Markleeville, CA 96120 Contact: (530) 694-2231 | M-F (8am-5pm) Appt. only | No Fee | Cash Checks |
| AMADOR COUNTY | | | |
| Jackson Amador Co. Sheriff's Dept. 700 Court Street Jackson, CA 95642 Contact: (209) 223-6515 | M, W (1-5pm) | \$5.00 | Cash Checks |
| CALAVERAS COUNTY | | | |
| San Andreas Calaveras Co. Sheriff's Dept. 891 Mountain Ranch Road San Andreas, CA 95249 Contact: (209) 754-6696 | M-F (8am-2pm) Appt. only | \$7.50 | Exact Cash Checks |
| Valley Springs WePrintU 1906 Vista Del Lago Drive Suite L Valley Springs, CA 95252 Contact: (209) 772-2636 | M-F (9am-6pm) Call First Sat (10am-2pm) Call First Sun Appt. only Located inside the Mail Depot, Etc. Multiple Live Scan machines. | \$20.00 | Cash Checks Credit Cards Billing Accounts |
| MARIPOSA COUNTY | | | |
| Mariposa Mariposa Co. Sheriff's - Dispatch 4963 10th Street Mariposa, CA 95338 Contact: (209) 966-3615 | T, Th (1-4pm) Mariposa County Residents Only and Business within Mariposa County. | \$5.00 | Cash Checks |
| STANISLAUS COUNTY | | | |
| Modesto Modesto Police Dept. 3705 Oakdale Road Modesto, CA 95357 Contact: (209) 552-3851 or (209) 552-3852 | M-T (8:30am-12:30pm, 1:30-4:45pm) Appt. only | \$10.00 | Cash only |
| Modesto Stanislaus County Sheriff's Dept. 250 E. Hackett Road Modesto, CA 95358 Contact: (209) 525-7181 | M, W, F (9am-3pm) | \$10.00 | Cash Money Orders No Personal Checks, Debit or Credit card |

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| <p>Turlock CSU Stanislaus Public Safety 801 West Monte Vista Avenue Turlock, CA 95382 Contact: (209) 667-3114</p> | <p>M-F (8am-4pm)</p> | <p>\$25.00</p> | <p>Cash Major Credit Cards Money Orders</p> |
| <p>Turlock Turlock Police Services 900 North Palm Street Turlock, CA 95380 Contact: (209) 668-5550, x6792</p> | <p>T, Th (9-12noon) Appt. only</p> | <p>\$25.00</p> | <p>Cash Check</p> |
| <p>IBT an L-1 Identity Solutions Company 400 12th Street Suite 24 Modesto, CA 95354 Contact: 1 (800) 315-4507 (Appointment Scheduling)</p> | <p>M-F (3pm-7pm) Appt. only Same day service available at most locations.</p> | <p>\$18.00</p> | <p>Cashier's Checks Checks Credit Cards Money Orders No Cash Please!</p> |