

The Chaplain's Office of DYRS
Reverend Charles Y. Davis Jr., Chaplain
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Dear Coordinator:

Thanks for your faithful service in working with the residents at both detention facilities.

As mandated by the Department of Human Services all persons and ministries working with residents, must undergo a Criminal Background Check prior to being able to minister at both facilities. We also ask that should you have new volunteers who have taken the volunteer training and now need to be scheduled for finger printing, their names should be included on the form below, so that we can schedule them to be finger printed as well.

As a reminder, don't forget that all persons-volunteers must have a picture identification when coming to be finger printed and the address location is the Metropolitan Police Department Headquarters, Criminal Records Office, Henry J. Daly Building located at 300 Indiana Ave, NW, 3rd Floor, Room 3058 Washington, DC 20001.

To expedite the processing of your referral, we ask that you complete the below form and email back to both persons listed here: Beverly Dyson at Beverly.Dyson@dc.gov and Dr. JoAnn Perkins Exensioncenter@verizon.net

Name of Church/Organization:

Coordinator's Name: _____

Church Address: _____ Zip code _____

Telephone _____ Cell _____

Fax _____

Pastor: _____

In an effort to expedite the process of ministries/volunteers being finger printed, as a part of the criminal background check, I would like to suggest that each ministry complete the below form, and then forward it directly to Beverly Dyson at Beverly.Dyson@dc.gov. with a CC copy to extensioncenter@verizon.net . By using this system, the referring ministry along with Chaplain Davis, Asst Chaplain Marcia Parker and I can follow up once the referral from the ministry has been submitted to both Ms. Dyson and myself for processing. Thanks for your cooperation in this matter.

Name of Prison team members needing a criminal background check – (first name/last name)	Email address	Telephone number	Work Number/ Cell