



Dear Employee,

The state of New Jersey, Department of Children & Families, Child Abuse Record Information Unit (CARI), requires the employee to complete a Child Abuse Record and Information (CARI) Consent Form for purposes of making employment decisions to any organization working directly with children.

This electronic form will be completed online by the Compliance Specialist after your Employment Processing appointment.

You will need to provide the following information on a separate piece of paper:

- Legal Name: First, Middle, and Last
- Aliases to include Maiden Name, Nicknames, Previous Married Names, or other legal name changes
- Date of Last Name Change
- Current Home Address
- Date of Birth, Phone Number, and E-mail Address
- Gender and SSN
- Full Name(s) to include First, Middle, and Last, and DOB of children
- Addresses where you have lived dating back to 1980
- Dates you have lived at each address

If you have any questions on this matter, please contact the Compliance Office directly at 703-791-8958/8382.

Sincerely,

Compliance Specialist  
Human Resources Department