



IDAHO DEPARTMENT OF  
HEALTH & WELFARE

C.L. "BUTCH" OTTER - Governor

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BUREAU OF AUDITS AND INVESTIGATIONS  
CRIMINAL HISTORY UNIT

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## How to Request an Idaho Child Protection Registry Check:

Idaho's Child Protection Central Registry is mandated by the Child Protection Law. The Idaho Child Protection Central Registry is a list of individuals for whom abuse, abandonment, or neglect of a child has been substantiated by Child Protection Services in Idaho.

Who needs a Child Protection Registry Check?

- A Child Protection Registry Check could be required for many reasons such as foster care licensure, adoption, day care licensure, and certain types of employment.

How can I request a Child Protection Registry Check from the State of Idaho?

- Requests must be submitted on a completed and notarized Idaho Health & Welfare form. The form can be found in this website: <https://chu.dhw.idaho.gov>

- Requests must include payment. The fee for a Child Protection Registry Check is \$20.00 per request. Payment must be made at the time of request with a check or money order unless the agency has been previously set up for Invoicing. Invoicing is available to agencies that have a minimum of 10 registry checks per calendar year.

Send Requests To:

Idaho Department of Health and Welfare  
Criminal History Unit  
P. O. Box 83720  
Boise, ID 83707-9815

Requests made by invoicing agencies can be emailed or faxed.

Email: [crimhist@dhw.idaho.gov](mailto:crimhist@dhw.idaho.gov)

Fax: (208) 332-7991

ANY INCOMPLETE REQUESTS WILL BE RETURNED TO THE SENDER.

Questions? Please contact us at:

Toll Free: 1 (800) 340-1246

Local: (208) 332-7990

Email: [crimhist@dhw.idaho.gov](mailto:crimhist@dhw.idaho.gov)