



STATE OF MICHIGAN
DEPARTMENT OF EDUCATION
LANSING


RICK SNYDER
GOVERNOR

BRIAN J. WHISTON
STATE SUPERINTENDENT

MEMORANDUM

DATE: February 16, 2017

TO: Local and Intermediate School District Superintendents
Public School Academy Directors

FROM: Venessa A. Keesler, Ph.D., Deputy Superintendent 
Deputy Superintendent, Educator, Students, and School Supports

SUBJECT: New Criminal History Internet Subscription Service

The Michigan State Police (MSP) is pleased to announce the implementation of the Criminal History Internet Subscription Service (CHRISS). This is a new web-based portal in which schools (public, private, and public school academies) will receive results of their fingerprint-based Criminal History Record Information (CHRI) background checks from the MSP on their employees and volunteers immediately after being fingerprinted. The CHRISS system will be the manner by which all CHRI results will be delivered and will replace the current process. The MSP will spend the next several months providing training to schools and steps for transitioning to this new process.

To gain access to the CHRISS system, at least one person who is part of the hiring/placement process from each school must attend a mandatory Noncriminal Justice Agency (NCJAO) Audit, Security, and Access to Criminal History training. This training will cover how to set up a school on the system and use the CHRISS system. Additionally, guidance will be provided on how to securely obtain CHRI, controls for digital retention, details on how to meet audit requirements, and the legal authority to perform background checks.

Training dates, along with a link to the registration page will be posted at www.michigan.gov/cjicats beginning February 27, 2017. This website will be continuously updated as more training dates are added and will provide instructions on how to register. The MSP is looking for agencies that are willing to host an NCJA Audit, Security, and Access to Criminal History training at a facility that can accommodate a minimum of 50 attendees. Agencies interested in hosting a training are requested to contact the MSP before February 24, 2017, with three proposed dates for your training.

For questions, or to host a training, please contact Ms. Marylynn Owen at 517-284-3022 or by email at MSP-NCJA-Training@michigan.gov.

cc: Michigan Education Alliance

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