



DEPARTMENT OF ECONOMIC SECURITY

Your Partner For A Stronger Arizona

DIVISION OF DEVELOPMENTAL DISABILITIES

Sent on Behalf of DES/DDD

DDD CENTRAL REGISTRY TRANSITION TO DCS

Target Audience - Qualified Vendors and Providers

Transmittal Date - 04/20/2022

Beginning Friday, June 3, 2022, the Division of Developmental Disabilities (DDD) will transfer the processing of all Central Registry checks to the Department of Child Safety (DCS), pursuant to A.R.S. §8-804. On June 3, 2022, all Central Registry requests will need to be emailed directly to DCS at DESCANRegistry@azdcs.gov. For submission details, please see <https://dcs.az.gov/resource/request-dcs-information>.

During the transition from its former Central Registry system, DCS revised the list of Disqualifying Acts; for details, please see https://dcs.az.gov/sites/default/files/DCS-Forms/CSO-3037_0.pdf. Although the list was modified, individuals who do not clear this check may still be eligible to apply to the Board of Fingerprinting for a central registry exception, pursuant to A.R.S. §41-619.57. This [DCS Central Registry Request Submission guidance](#) outlines the steps Qualified Vendors and Providers will need to follow in submitting applicants for Central Registry checks. For additional details, please see <https://fingerprint.az.gov/application-process/central-registry-exception>.

For questions about these changes please contact DESCANRegistry@azdcs.gov.