

Florida

*The following instructions were written for Early Childhood Education students who attend the University of Delaware but have lived in Florida and need to obtain those out-of-state clearances. **If you are not a UD student, you will need to contact the state directly for additional help.***

Adam Walsh/Child Protective Service Background Record Request:

- You will need to download the Out-of-State: [Out-of-State: Child Welfare Record Request for Child Care Personnel Employment](#)
- Print it and fill it out completely by printing neatly in black ink. Please also fill in the current date in the bottom box (Requesting Agency).
- You will need to scan it and send it to Florida's Division of Children and Family at HQW.CWR.Employment.Requests@myflfamilies.com Attn: Child Welfare Record Request

If you have any problems, please let us know. We can be reached at clinicalstudies@udel.edu

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