



Danielle Rhodes, Director
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During a recent audit that just took place on July 26th, 2021, performed by the (GCIC) Georgia Crime Information Center, the E-911 Communications Center has been instructed to change the current policy and procedures that are in place in order to be compliant with GCIC standards and regulations.

Georgia Applicant Processing Service (GAPS): Over the past decade, the demand for fingerprint-based criminal history record checks for licensing or employment purposes has expanded significantly. GAPS is an end-to-end electronic solution for the capture and submission of civil fingerprints and return of the fingerprint-based criminal history search response to the employing/licensing agencies.

As of, 07/26/2021 ALL New Hires will follow the below procedures:

Make an appointment for an onsite visit to the Toccoa Police Department (located at 92 N Alexander St. Toccoa), **AND** the Stephens County Sheriff's Office Jail (located at 1677 Scenic Dr. Toccoa, Ga) to have official fingerprints made.

Prior to your visit to either agency, you must make the E-911/EMA Director, Danielle Rhodes aware of your plans.

These visits may be done anytime **but it is preferred they are done between 8 am and 5 pm.**

Make sure you tell whomever is making the fingerprints, the fingerprints must be made under ***criminal justice employment on the blue cards.***

You must have a copy of the blue cards and the results from each department.

If a person/agency has any questions/concerns, they may contact the Director of the 911 center to resolve any issues. 706-898-5395

A handwritten signature in blue ink, appearing to read "DRhodes", with a long horizontal line extending to the right.

Danielle Rhodes, E-911/EMA Director Date

Employee Signature

Date