



Disclosure Release

APPLICANT'S NAME (First, Middle Last): _____
REQUIRED INFORMATION ~ PLEASE PRINT

One form **MUST** be completed for **EACH** school district in which you have worked. Please duplicate as needed and return to the Philomath School District. Please do not send to your previous school district(s).

REQUIRED INFORMATION if you have previously worked for another school district (PLEASE PRINT)

School District Employer: _____

Mailing Address: _____

City, State, Zip: _____ FAX _____

Full Name when last employed with Organization: _____

Social Security Number: _____

Approximate dates of Employment: _____

Position(s): _____

I authorize you to release to the Philomath School District, all information related to any substantiated reports of child abuse, sexual conduct or crimes listed in ORS 342.143. I release the above employer and employees acting on behalf of the employer from any liability for providing information described in this document.

Check the appropriate box:

- I have worked for one or more school districts in Oregon and have filled out one of these forms for each district.
- I declare I have worked for a school district outside of Oregon.
- I declare I have never worked for a school district anywhere.

Applicant Signature

Date

This section to be completed by previous employer only.

The applicant named above is under consideration for employment in our district. This individual has previously been employed with your organization. As a former employer, we request you provide the information requested on this form within 20 business days pursuant to Oregon Revised Statute 339.374 (ORS).

The employee was was not the subject of a substantiated report of child abuse or sexual conduct related to the applicant's employment with the education provider.

- Dates of any substantiated reports: _____
- Please attach the definitions of child abuse and sexual conduct used by the District when the education provider determined that any reports were substantiated and the standards used by the District to determine whether any reports were substantiated.
- If the employee was convicted of a crime listed in ORS 342.143, please send the employee's disciplinary records as required by ORS 339.388 (7).

Former Employer - Representative Signature

Date

Printed Name

Job Title

Return via FAX (541) 929-3991 ~ via email to: janet.skaugset@philomath.k12.or.us

Or return completed form by mail to: **Philomath School District 17J**
1620 Applegate Street
Philomath OR 97370-9328