

Non-Employee Background Investigation

345.1 PURPOSE AND SCOPE

To set forth the guidelines for non-employee background investigations. This policy applies to all applicants for non-employee positions within the department.

345.1.1 DEFINITIONS

Volunteer Worker - Means a person who performs authorized voluntary service to the County of Riverside or a department, institution or agency thereof, without pay, for the benefit of the County and in aid of a recognized County purpose. A volunteer worker is not an employee.

Non-Employee - Means a person not employed by the Department who provides departmental services.

Other Agency Employees - Means a person employed by another agency who provides departmental services.

345.2 AUTHORITY AND REFERENCES

- Executive Committee;
- 11105.3 Penal Code;
- Ordinance 440.

345.3 POLICY

Background investigations are completed on all volunteers, non-employee individuals, and all employees who have direct contact with minors or probationers or provide departmental services. Others may be subject to a background investigation at discretion of the Chief Probation Officer.

Revised: 06/01/1992

Date: 11/09/1988