



Florida Department of Law Enforcement  
 Criminal Justice Information Services Division  
 Criminal History Services

**VECHS DISSEMINATION LOG**  
**Volunteer & Employee Criminal History System (VECHS)**  
 for Criminal History Record Checks  
 under the National Child Protection Act of 1993, as amended,  
 and Section 943.0542, Florida Statutes

Date	Person Making Dissemination	Name on Disseminated Information	SID/ FBI UCN#	Requesting Entity Name, Number and Person	Disseminated by Telephone, Fax, or Mail?	Date Qualified Entity Status Verified

**INSTRUCTIONS:** A log entry must be made every time you share with another qualified entity any information you obtained from a criminal history records check with FDLE or the FBI. This includes the sharing of "No Record" information. The Dissemination Log must be retained for four (4) years from the date of the entry, and it must be made available to FDLE and FBI auditors.

**REMINDER:** Criminal history record information received from FDLE or the FBI under the National Child Protection Act, as amended, and section 943.0542, Florida Statutes, shall be used or shared only for the screening of current or prospective FLORIDA employees, volunteers, contractors, and/or vendors of QUALIFIED ENTITIES, pursuant to these laws. Misuse or unauthorized release of the information could subject you to civil and criminal sanctions.