



Rappahannock Emergency Medical Services Council, Inc.

*Serving Caroline, Colonial Beach, Culpeper, Fauquier, Fredericksburg,
King George, Orange, Rappahannock, Spotsylvania and Stafford*

PROVIDER FINGERPRINTING INFORMATION

Mandatory fingerprinting for providers applying to either volunteer or work for an agency will begin on July 1, 2014. Carolyn will be in charge of distributing the cards. While providers will be able to obtain their fingerprinting card from the Rappahannock EMS Council, each person will need to go to their local law enforcement agency in order to be printed. THE PRINTING MUST BE DONE IN INK, not electronically. In order to minimize confusion, I reached out to area law enforcement agencies regarding when providers may come in to be fingerprinted, and whether or not there will be a cost to the individuals being printed. Please see the list below for hours, cost, locations where fingerprinting may be performed, and contact numbers for each agency. Most of the agencies accept only cash or checks for payment. It is very important that the information requested on the fingerprint card provided by OEMS be completed in its entirety – if not there may be a delay in the processing of the request. **In addition, the cards cannot be folded and mailed to OEMS – they must remain flat.** Thank you for your attention to this detail.

Once the cards are complete they will be mail to:

Office of Emergency Medical Services
Virginia Department of Health
ATTENTION: Mike Berg
Regulations and Compliance Manager
1041 Technology Park
Glen Allen, VA 23059-4500

• **Caroline County:** Caroline County Sheriff's Office - 118 Courthouse Lane

Bowling Green, VA 22427

*Caroline residents may be fingerprinted for **free**. Individuals who work or volunteer in Caroline are also exempt from fees. Fingerprinting is done every day during shift changes (between 7-8 AM, 3-4 PM, and 9-10 PM) 804-633-1120*

• **Town of Culpeper:** Town of Culpeper Police – Records Dept. 740 Old Brandy Road

Culpeper, VA 22701

\$5.00 for town residents, cash or check only, between 8-4, Monday-Friday. 540-727-3430

• **Culpeper County:** Culpeper County Sheriff's Office 110 W. Cameron Street

Culpeper, VA 22701

The sheriff's office prints on Tuesdays and Thursdays, between 10 AM and 2 PM. There is a \$10 fee. Cash or check payment only. Call ahead—volunteers provide this service, and so it is not always available at the same time: 540-727-3400

PROVIDER FINGERPRINTING INFORMATION CONTINUED:

• **Fauquier County:** Fauquier County Sheriff's Office 78 West Lee Street
Warrenton, VA 20186

The Sheriff's Office performs fingerprinting of civilians Monday through Friday, from 9 AM to 4 PM. The cost is \$10. 540-422-8600

• **City of Fredericksburg:** Fredericksburg Police Department 2200 Cowan Boulevard
Fredericksburg, VA 22401

*The Fredericksburg Police take civilian fingerprints on Wednesdays, between 10 AM and 3 PM. They have generously agreed to provide this service **free** of charge to EMS providers. If personnel at the police department question this, have them contact Captain Purcell. 540-373-3122*

• **King George County:** King George Sheriff's Office 10445 Government Center Blvd
King George, VA 22485

*The King George County Sheriff's Office provides fingerprinting services **free** of charge from 11 AM to 1 PM on Tuesdays and Thursdays. 540-775-2049*

• **County of Orange:** Orange County Sheriff's Office 11350 Porter Road
Orange, VA 22960

*Those who work, volunteer, or reside in Orange County may be fingerprinted **free** of charge. There are no set hours for fingerprinting, and no appointments necessary. 540-672-1200*

• **Rappahannock County:** Rappahannock County Sheriff's Office 383 Porter Street
Washington, VA 22747

*Fingerprinting is done on Wednesday from 8:30 – 11 AM and 1-4 PM, and on Sunday from 9 – 11 AM **free** of charge for providers. No appointment necessary. 540-657-5300*

• **Spotsylvania County:** Spotsylvania County Sheriff's Office 9119 Dean Ridings Ln
Spotsylvania, VA 22553

*Fingerprinting is done on Wednesdays and Fridays from 1 – 3:30 PM. Those who work or volunteer, in Spotsylvania County may be fingerprinted **free** of charge. 540-507-7200*

• **Stafford County:** Stafford County Courthouse 1300 Courthouse Road
Stafford, VA 22554

*Mondays from 1 – 3 PM. County residents may be fingerprinted **free** of charge. 540-658-4450*

• **Westmoreland County:** Westmoreland County Sheriff's Office 99 Court Square
Montross, VA 22520

*Printing is done during business hours, and is **free** of charge. 804-493-8066*