- (1) the mandatory processing fee required by the Federal Bureau of Investigation for a national criminal history records check;
- (2) reasonable administrative costs to the Department, not to exceed 10% of the processing fee; and
- (3) the fee authorized under Article 27, § 746(b)(8) of the Code for access to Maryland criminal history records.
- {(h)}(I) (1) An-employer or other party may pay for the costs borne by the employee or other individual under subsection {(g)}(H) of this section.
- (2) The local department of social services shall reimburse an adult residing in a foster care home for the costs borne by the individual under subsection [(g)] (H) of this section.

5 562.

- (b) As-part-of-the application for a criminal history-records-check, the employee, employer, and individual identified in § 5-561(e), (d), (e), [or] (f), OR (G) of this subtitle shall submit:
- (1) except as provided in subsection (c) of this section, a complete set of legible fingerprints taken on standard fingerprint eards at any designated State or local law enforcement office in the State or other location approved by the Department;
 - (2) the disclosure statement required under § 5-563 of this subtitle; and
 - (3) payment for the costs of the criminal history records check.

5 563.

- (a) As part of the application process for a criminal history records check, the employee, employer, and individual identified in § 5–561(e), (d), (e), [or] (f), OR (G) of this subtitle shall complete and sign a sworn statement or affirmation disclosing the existence of a criminal conviction, probation before judgment disposition, not criminally responsible disposition, or pending criminal charges without a final disposition.
- (b) (3) The Department or its designee shall mail an acknowledged receipt of the application with a sworn statement or affirmation from an individual identified in § 5-561(e), (d), (e), [or] (f), OR (G) of this subtitle to the appropriate local department of social services, registering agency, licensed child placement agency, or facility.

5 564.

- (a) (1) (i) The Department shall-conduct the criminal history records check and issue the printed statement provided for under this Part VI of this subtitle.
- (ii) It shall update an initial criminal history-records check for an employee, employer, or individual identified in § 5-561(e), (d), (e), [or] (f), OR (G) of this subtitle and issue a revised printed statement, listing any convictions, probation