

Basic Eligibility Criteria for Direct Care Staff

All applicants for a Direct Care Staff position (any position where client contact is possible, excluding Counselors) must meet the following basic eligibility criteria for employment in accordance with TDCJ Executive Directive PD-75. Please check each criteria and sign below.

Criteria	Meets Criteria	Does Not Meet
1. Be a citizen of the U.S. or a legal resident authorized to work in the U.S.		
2. Be at least 18 years old.		
3. Have graduated from an accredited Senior high school or equivalent or obtained a state issued General Educational Development (GED) certificate.		
4. Not be on active duty in the military, unless on terminal leave (applicants can apply within six months of eligibility).		
5. Not have been discharged from the Armed Forces under dishonorable conditions.		
6. Not be on community supervision (probation), including deferred adjudication for any criminal offense.		
7. Not have pending charges for any criminal offense or have an outstanding warrant.		
8. Not have had a Class A misdemeanor conviction within the last 10 years.		
9. Not have had a Class B misdemeanor conviction within the last five years.		
10. Not have an active restraining order that prohibits the applicant from possessing a firearm.		
11. Never have been convicted of a felony.		
12. Never have been convicted of a drug-related offense (an alcohol-related offense is not a drug-related offense).		
13. Never have been convicted of an offense involving domestic violence.		
14. Submit to BVCASA's pre-employment drug test. Applicant must have a negative drug test result.		

PLEASE NOTE:

- * Minor traffic violations are not considered a misdemeanor criminal charge; however, an outstanding warrant resulting from a minor traffic violation will cause an applicant to be ineligible for employment consideration.
- * An applicant who provides false or inaccurate information or documentation in the application process shall be disqualified from consideration for any TDCJ position for a minimum period of one year from the date of application.
- * Any arrests or convictions require disposition paperwork to be submitted with your fingerprint card.

In submitting this form and signing below, I attest that I have not provided false or inaccurate information and that I meet the basic eligibility criteria for this position.

Applicant Printed Name

Applicant Signature

Date