

# Daily Bulletin

July 21, 2022

## Public Housing Authority CHRI Access

Public Housing Authorities (PHA) are granted access to Illinois and FBI Criminal Conviction Records of adult applicants for, or tenants of, public housing for purposes of applicant screening, lease enforcement, and eviction. Accordingly, local criminal justice agencies can initiate Criminal History Record Information (CHRI) inquiries for PHAs via LEADS using the QH format and the PHA's ORI. This CHRI inquiry will check Illinois and the FBI Interstate Identification Index (III); however, only a possible **record or no record response** will be provided. A complete CHRI record will not be provided in the response. Public Housing Authorities and their employees are **not allowed access** to any LEADS/NCIC information (i.e., warrants, driver's license, vehicle information, etc.) nor may LEADS printouts be provided to the PHA and their employees.

When a query (QH) is performed with the Housing ORI in the Header Information, the system currently rejects the CHRI query. Housing Authority ORI's are not recognized as a Valid ORI in the current CHRI system. To initiate a CHRI Inquiry for a PHA the following must be entered in the QH format:

- **Purpose Code H**
- The agency name or ORI in the Attention field
- Assigned "Q" ORI in the Requestor Field
- The Required Fields may be chosen from the below.
  - Name/DOB
  - Name/SID
  - Name/FBI
  - SOC/MNU

The screenshot shows a software interface titled "QH - Summary History". It contains several sections:

- Header Information:** A dropdown menu for "ORI" is currently empty.
- Required Field:** Three fields are visible:
  - \* **Purpose:** A dropdown menu set to "H = Housing".
  - \* **Attention:** A text box containing "ANYTOWN PD".
  - \* **Requester:** A text box containing "IL012345Q".
- Selection Buttons:** Four buttons are located below the required fields: "By NAM/DOB" (highlighted in cyan), "By NAM/SID", "By NAM/FBI", and "By SOC/MNU".
- Required Information:** A section header at the bottom of the form.

Dissemination of any information contained within the CHRI responses to the Housing Authority are not authorized. Agencies are only authorized to acknowledge the existence of a record, or no record. Agencies are advised not to run CHRI queries under any other Purpose Code other than H for the Housing Authority.

