

LOUISIANA BOARD OF DRUG AND DEVICE DISTRIBUTORS
Privacy Statement
For
Criminal History Records Checks

The Louisiana Board of Drug and Device Distributors (Board) is the licensing and regulatory agency for distribution of legend drugs and legend devices into/within the state of Louisiana.

As part of licensure as a distributor of legend drugs or legend devices, the Board requires criminal history records search in accordance with LA Revised Statute 37:3477 and LAC 46:XXXIV.305.B for all new applicants physically located in Louisiana to include any individual owners who own greater than 10% interest in the applicant company and the designated responsible party (DRP); and for current licensees physically located in Louisiana if a new DRP is appointed or if ownership interested of more than 10% has been transferred to a new individual owner(s).

A criminal history record is information collected by state and federal criminal justice agencies on individuals which consists of identifiable description and notations of arrests, detentions, indictments, bills of information, or any formal criminal charges and any disposition arising therefrom.

Information collected by the Board for criminal history record checks consists of, but is not limited to, full name, personal information such as social security number, date of birth, ID or driver's license number, place of birth, as well as identifying feature like weight, height, hair and eye color, and fingerprint card as obtained by applicant from local law enforcement agencies.

Information collected is considered *private and confidential* and will only be submitted by Board to state and federal criminal justice agencies for the purpose of criminal history record data system searches. Results of criminal history records checks received by Board from state and federal criminal justice agencies are held as *private and confidential* and will be used by the Board for the licensure application or licensee change received and will not be shared with any unauthorized individual, company, or agency for any unauthorized use. Results will be stored in a secure storage location.

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