GUN PERMIT BACKGROUND CHECK SYSTEM

The Bureau of Criminal Apprehension is building a new system to streamline the background check process for firearms permits. Agencies will have the option to use this new system in place of the current paper-based background check process. The system will be available on the MyBCA landing page.

BENEFITS OF THE NEW SYSTEM

The Gun Permit Background Check (GPBC) system may be used for both Permit to Purchase and Permit to Carry. It will integrate with the Permit Tracking System (PTS) used by sheriff's offices to process and manage Permit to Carry applications. This allows PTS applicant searches, triggers automatic annual background checks for PTS applicants, and updates permit status based on background check results. The new system includes several time-saving processes.

- All queries start with one-time entry of person data
- Results are returned electronically
- An approval workflow process tracks background check decisions made for the permit

WHAT'S INCLUDED IN A GUN PERMIT BACKGROUND CHECK?

Checks performed using the new system include all of the checks in a QPGC (Query Person Gun Check), plus court records queried through the courts' MNCIS. These QPGC checks include:

- Minnesota and NCIC Person Files
- Minnesota Criminal History
- Interstate Identification Index (III)
- National Instant Criminal Background Check System (NICS)
- Department of Human Services (DHS) civil commitment information
- Driver and Vehicle Services (DVS) driver history/record

Agencies can view information returned from the background check on your computer screen, determine which information matches your applicant and select information to be included in the final report. A detailed criminal history (e.g., QR or QOR) can be obtained by clicking the "Get Details" button. Once complete, the report can be viewed online to make the issuing decision for the permit.

WHAT'S THE DIFFERENCE BETWEEN GPBC AND QPGC?

The QPGC message key will still be available for use within Portals. GPBC is not part of Portals. GPBC has several advantages over QPGC:

- Returned information is organized consistently and is easier to read
- Potential disqualifiers are highlighted within results
- Workflow built into the system aids in tracking an application through the review process
- Notes can be added directly to the record and viewed by other users involved in the review process
- Administrative messages can be sent to other law enforcement agencies from within GPBC
- Multiple names, dates of birth and addresses can be entered for an applicant
- Users can make recommendations to the issuing authority (i.e., sheriff, chief, or designee) to deny or issue
- Annual Permit to Carry checks are run automatically on a permit's anniversary date
- Compiled background reports can be printed or saved electronically
- Applicant data can be exported into a local records management system (RMS). NOTE: This requires development work by the RMS provider.

HOW DO I START USING GPBC?

Individuals requesting access to the new system should make a request via BCA's Catalog of Services. Training will be provided through CJIS Launch Pad.