

Background checks and fingerprint submission

Following the FBI's approval of the Department's statutory authority to review state and federal criminal background records¹, pursuant to 19 CSR 100-1.060, 19 CSR 100-1.070, and 19 CSR 100-1.100, the Division of Cannabis Regulation (DCR) is resuming the fingerprint submission requirements for individuals with ownership in a licensed facility who are subject to analysis for disqualifying felony offenses. As part of the FBI's approval, the Department has received a new four-digit code for fingerprint submissions. The code utilized under the medical program is no longer valid.

The following individuals are subject to analysis of a disqualifying felony offense:

- All owners of a marijuana facility license.^{2,3}
- All individuals with any economic or voting interest in a medical facility license.⁴

DCR's Bureau of Business Licensing Services (BLS) will provide instructions and guidance for submitting fingerprints to the email address on file for the licensee's designated contact.

- January 15, 2025 – All business change applications submitted on or after January 15, 2025, will be required to include submission of fingerprints for all individuals subject to analysis for disqualifying felony offenses within two weeks after the application, unless those individuals submitted fingerprints on or after December 2, 2024, for a state and federal fingerprint-based criminal background check to be conducted by the Missouri State Highway Patrol.
- January 15, 2025 – Licensees currently undergoing minimum standards review will be required to submit fingerprints for all individuals subject to analysis for disqualifying offenses within two weeks after receiving notice, or provide confirmation that fingerprints were submitted on or after December 2, 2024, for a state and federal fingerprint-based criminal background check to be conducted by the Missouri State Highway Patrol.
- February 1, 2025 – DCR will begin reaching out to all licensees with individuals subject to fingerprint submission requirements for previously approved business change applications, completed minimum standards review⁵, or owners of licensees that converted from medical to comprehensive to submit fingerprints for analysis. Individuals are required to submit fingerprints within two weeks of the notice or provide confirmation that fingerprints were submitted on or after December 2, 2024, for a state and federal fingerprint-based criminal background check to be conducted by the Missouri State Highway Patrol.

Individuals subject to the fingerprint analysis who have submitted fingerprints on or after December 2, 2024, using the appropriate code, for the purpose of obtaining an Agent ID will not be required to

¹ §§195.815 and 195.817, RSMo.

² 19 CSR 100-1.010(49) "Marijuana facility" means a comprehensive marijuana cultivation facility, comprehensive marijuana dispensary facility, comprehensive marijuana-infused products manufacturing facility, marijuana testing facility, transportation facility, microbusiness wholesale facility, microbusiness dispensary facility, or any other type of marijuana-related facility or business licensed or certified by the department pursuant to Article XIV, Section 2 of the Missouri Constitution, but shall not include a medical facility or marijuana research facility.

³ 19 CSR 100-1.010(74) "Owner" means an individual or other entity having a financial or voting interest in ten percent (10%) or greater of a medical or marijuana facility license.

⁴ 19 CSR 100-1.010(57) "Medical facility" means any medical marijuana cultivation facility, medical marijuana dispensary facility, or medical marijuana-infused products manufacturing facility.

⁵ July 28, 2023 Department initiated variance from 19 CSR 100-1.100(2)-(3)

submit fingerprints a second time. These individuals will be requested to submit the Transaction Control Number (TCN) obtained upon fingerprint submission to verify this requirement has been met.

The Department's authority to receive fingerprint-based criminal history background checks is strictly limited to individuals subject to analysis of a disqualifying felony offense. Therefore, distribution of the four-digit code and fingerprint submission instructions outside of the intended recipient is prohibited.

Licensees are reminded that they attested in their applications that no individual subject to analysis for disqualifying felony offense has a disqualifying felony offense. If DCR finds that an individual subject to analysis of a disqualifying felony offense has a disqualifying felony offense, the licensee may be subject to penalties, up to and including revocation of the license pursuant to 19 CSR 100-1.020(3).

For questions, please contact the licensee's business services specialist or cannabislicense@health.mo.gov.