Georgia Board of Pharmacy

2 MLK Jr. Drive, SE, 11th Floor
East Tower
Atlanta, GA 30334
(404) 651-8000   www.gbp.georgia.gov

INSTRUCTIONS FOR APPLICANTS TO OBTAIN FINGERPRINT FOR A BACKGROUND CHECK

The Georgia State Board of Pharmacy requires a fingerprint background check on all applicants. The Georgia Bureau of Investigation (GBI) awarded Fieldprint the contract to provide a service for electronic submission of fingerprints for Georgia applicants. The service, Fieldprint, decreases the need for submitting hard-copy fingerprint cards to obtain an applicant's criminal history background check. Fieldprint print sites are strategically located throughout the State of Georgia.

The criminal history results will be available to the Georgia State Board of Pharmacy after the applicant has been fingerprinted, and the prints are received by the GBI, Georgia Crime Information Center (GCIC).

The Fieldprint fingerprint background check process is simple and easy to use. Please visit https://www.fieldprintgeorgia.com/ and view the demo and guide for fingerprint instructions.

Please see the following for information on the new system:

- Video Demo on Registration Process
- Fieldprint User Guide

Important information needed for fingerprint registration:

1. On the registrations options page select **Georgia State-Only Background Checks**.
   NOTE: DO NOT SELECT "DEPARTMENT OF COMMUNITY HEALTH (DCH)
   Errors in fingerprint results due to improper registration are the responsibility of the users.

2. Enter **GAP236151** in the "Reviewing Agency" field

3. **For Reason, select**: GA Check Only

If assistance is required, contact Fieldprint at 1-888-472-8918

**Out of State Applicants should review the demo and user guides.
DO NOT mail fingerprint cards to the Georgia Board of Pharmacy.**