Background Check Flow Chart

Must be used for:
- Transfer and Redemptions
  - Pistols
  - Semiautomatic Assault Rifles
- CPL new and/or renewal
- Disposition of Firearm (DOF)
- Alien Firearms License (AFL)

Checks conducted by Law Enforcement Agency (LEA) Required by statute
- NICS Check (QNP/QNR)
- Local records management
- State mental health
- DOL firearms
- IAQ for non-US citizen
- WACIC

Recommended
- Court databases
- Check WACIC/NCIC stolen on the firearm
- DOC/FORS

No Findings
Notify the FFL of the proceed including the NTN # within 10 business days (state office hours)

What databases are checked with a QNP/QNR inquiry?
- NCIC/WACIC
- III/WASIS
- NICS Indices

Positive Responses

Local Check
- Send NDN Message for denial
- Add denied person to the NICS Indices Enter Denied Person (EDP)

NICS
If you receive a positive hit from a QNP, run a QNR with the NTN, and FBI/SID/NRI # to determine if prohibited
- Send the delay (NLN) to NICS if more than 24 hours is needed for research
- Send the NPN if proceeded
- Send the NDN if denied

If a NICS Indices hit is received, the transfer is an immediate denial, no further research is required

Notify the FFL of the denial and provide the NTN # within 10 business days

Keep all documentation and case files on denials and NICS Indices entries for appeals and audit purposes