**Section 2207.440 Challenge of Record**

a) If a youth is not satisfied that his or her Criminal History Record Information is accurate, he or she may submit a written request to challenge the record.

b) A staff member shall advise the youth of the challenge, appeal and complaint process, and the Staff member shall assist him or her in preparing the appropriate forms for submission.

c) If the criminal history record is corrected, the youth may submit a written request for a listing of all non-criminal justice agencies that have received a copy of his or her criminal history record.