



## Department of Rehabilitation & Correction

John R. Kasich, Governor

Gary C. Mohr, Director

# CERTIFICATE OF QUALIFICATION FOR EMPLOYMENT (CQE)

### WHAT IS A CQE?

- The CQE is a certificate for which an individual who is subject to a civil impact (prior criminal conviction) may obtain an order of limited relief from a common pleas court that will provide relief from certain bars to employment or licensing in the State of Ohio.

### EMPLOYER BENEFITS

- Ohio Work Opportunity Tax Credit
- Federal Bonding
- CQEs provide legal protection from negligent hiring lawsuits for employers who knowingly hire CQE holders. (See Ohio Revised Code Section 2953.25)
- CQEs allow employers or licensing agencies *discretion* to individually assess an applicant's suitability to hire.

### WHO GRANTS THE CQE?

The decision to issue a CQE is determined by the Court of Common Pleas in the county where the petitioner currently resides.

- Petitioners must complete a 15 page petition that includes, prior convictions, prior employment, rehabilitation rationale, professional and personal references.
- CQE Petitions are thoroughly reviewed by staff at the Ohio Department of Rehabilitation and Correction, Court of Common Pleas, with input from prosecutors and multiple judges.
- Employers can request the individual CQE print-out from the applicant and can check the validity of a CQE at: [http://www.drc.ohio.gov/web/cqe\\_list.pdf](http://www.drc.ohio.gov/web/cqe_list.pdf) (this list is updated every 4— 6 weeks)

For more information regarding the CQE send your inquiries to:  
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