

**EEC Background Record Check Unit**

**POLICY STATEMENT:** 45 Day Turnaround Time for Background Record Check Process

**DATE:** August 30, 2018

**EEC Background Record Check Turnaround Time**

Under the federal Child Care and Development Fund (“CCDF”) regulations at 45 CFR 98.43, the Department of Early Education and Care (EEC) must implement new background record check requirements. Section (e) of 45 CFR 98.43 requires that EEC process all relevant background record checks from all relevant federal or state agencies/repositories within a maximum of 45 calendar days. Although CCDF regulations only apply to child care programs, EEC will apply this rule to residential and placement agencies.

For purposes of this rule, the timeline begins on the date when the candidate is fingerprinted for EEC. This requirement includes all out of state criminal and child welfare background record checks where applicable. This 45 day turnaround policy excludes the time necessitated for the review of any relevant findings.

It is EEC’s intent to turnaround the background record check process as quickly as possible. EEC anticipates releasing BRC results before the 45 day turnaround deadline in most instances. After EEC implements the full background record check process required by CCDBG, EEC will assess its turnaround time on a continuous basis to ensure that this requirement is met.