

West Virginia Background Check Program

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BACKGROUND

- In West Virginia (WV), Medicaid policies regarding background checks for employees in the LTC system vary.
- Current policies vary from requiring a fingerprint-based criminal history check to requiring a name-based background check through the Internet.
- In addition, background check requirements in WV include checking a variety of registries and exclusion lists prior to employment.
- DHHR is currently revising background check policies to ensure consistency among all LTC facilities and providers.

BACKGROUND (continued)

- The WV State Police is charged, by State code, with maintaining a Central Abuse Registry to cover any business, agency, or organization that provides care, treatment, education, training, instruction, supervision, or recreation for children, the elderly, or individuals with disabilities and is a public, private, or not-for-profit entity within WV.
- The WV State Police decided that the way to best meet this mandate was to require a fingerprint-based criminal history background check.

BACKGROUND (continued)

- One issue that has consistently been raised by LTC facilities and providers, as well as prospective employees, is the length of time it has taken to check all of the necessary registries and exclusion lists and for the return of the fingerprint results.
- In January, the State Police implemented a statewide LiveScan fingerprinting initiative. It has contracted with MorphoTrust to process all fingerprinting requests.

PROGRAM OVERVIEW

The goal of the WV program is to develop and implement an integrated, statewide background check process for LTC direct access employees that:

- Applies consistent background check policies across LTC facilities and providers;
- Uses LiveScan technology for fingerprinting;
- Automates the processing of necessary background checks, including list and registry checks and fingerprint-based criminal history checks, and LTC facility and provider notification of results; and
- Includes a “rap back” component to monitor and update the employability status of current LTC employees.

PROGRAM OVERVIEW (continued)

Grant funds will be used to develop and implement:

- An automated system necessary for an integrated background check program, to include a secure pre-registration process and a centralized database to store prospective and current employee records and background check results;
- The infrastructure to allow the secure transmission of criminal history results from the State Police to the centralized DHHR database;

PROGRAM OVERVIEW

(continued)

- A centralized system for evaluating and processing fingerprint check results;
- An automated process to notify providers of background check results; and
- A rap back system to keep DHHR and providers informed of any criminal activity that would disqualify current employees in the WV LTC system.

Grant funds will also be used to support the Advisory Committee, test the automated system with select provider groups, and train providers in the use of the system prior to full implementation.

STAKEHOLDERS AND STAFFING

The WV program is a collaborative effort by:

- The West Virginia Bureau for Medical Services
 - The West Virginia Bureau for Children and Families, and
 - The West Virginia State Police.
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- An advisory committee comprised of representatives of these State agencies and principle stakeholders will be convened.
 - Principal partners/stakeholders will include LTC advocates and providers, and other interested parties who are committed to ensuring quality care.
 - In addition to the Grant Director, three staff will be hired to review criminal history check results and make employment fitness determinations.