

Department of Education
Office of Inspector General – Internal Audit
Twelve-Month Status Report on: Vendor Background Screening
Report #A-1516-010 **Issued: June 7, 2016**
Status as of June 7, 2017

Finding	Recommendation(s)	Previous Management Response	Management Response as of June 7, 2017	Anticipated Completion Date & Contact
<p>DVR did not adequately screen or disqualify all required individuals</p>	<p>We recommend DVR enhance policies and procedures to ensure BGS Unit employees utilizing the Clearinghouse properly screen vendor employees in accordance with Florida Statutes. We recommend DVR require vendors to background screen all directors. We also recommend DVR include language in its vendor contracts to hold the vendors accountable for timely background screenings and providing DVR with updated lists of their employees.</p>	<p>Response as of June 7, 2016: BGS policies and procedures will be updated to ensure vendor employees are properly screened. Language clarifying vendor responsibilities regarding background screening will be added to applicable contracts and registration approval letters. We do not agree that all directors should be background screened. DVR Management is currently working with the Office of General Counsel on legislation to align our background screening requirements for directors with AHCA’s.</p> <p>Response as of December 7, 2016: To ensure proper screening from the Clearinghouse, DVR BGS uses the Comprehensive Case Information System (CCIS) to corroborate CH information. DVR BGS receives reports of the vendors with an updated list of employees providing VR services. BGS request vendors to complete screening within 21 days. Language clarifying vendor responsibilities regarding background screening will be added to applicable contracts as they are amended and/or rewritten.</p>	<p>Complete and Ongoing. BGS policies and procedures have been updated, as well as applicable registration approval letters. Contracts are being addressed as they come up for amendment, renewal, or redraft.</p>	<p><i>Ongoing</i></p> <p><i>Frankie Hernandez</i> 245-3490.</p>

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<p>The IL Program did not screen all required individuals or ensure vendor employee screenings occurred in a timely manner, allowing employees to have contact with DVR clients before being cleared.</p>	<p>We recommend DVR require vendors to background screen interpreters. We also recommend DVR include language in its vendor contracts to hold the CILs accountable for timely initiating the background screening process and providing DVR with updated lists of their employees. We further recommend DVR transfer responsibility for CIL background screenings to the BGS unit in order to ensure a more consistent background screening process or develop policies and procedures specific to</p>	<p>Response as of June 7, 2016: Language addressing CIL responsibilities for initiating screenings and maintaining employee rosters will be included the next time the contracts are amended or rewritten. CIL and BGS staff will work collaboratively to ensure background screening processes are consistent, which may include transferring responsibility for CIL screenings to the VReg BGS unit. We do not agree that interpreters should be background screened. DVR Management is currently working with the Office of General Counsel on legislation to clarify our original intent that interpreters are not subject to background screening requirements.</p> <p>Response as of December 7, 2016: CIL contracts are being rewritten now and will be in place July 1, 2017. CIL screenings are now being completed by the VR BGS Unit. We continue to work with the Office of General Counsel to clarify background screening requirements.</p>	<p>Complete and in progress</p> <p>CIL contracts are being rewritten now and will be in place no later than October 1, 2017.</p> <p>CIL screenings continue to be completed by the VReg BGS Unit.</p>	<p><i>October 1, 2017</i> <i>Cathy McEachron</i> <i>245-3274</i></p>

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	the IL Program to ensure background screenings are conducted according to statutory requirements.			