
Department of Early Learning (DEL)

Agency: 357

Audit Report: 1000739

Finding Number: 001

Finding: The Department of Early Learning did not have internal controls in place or perform adequate monitoring to ensure background checks are performed for childcare providers as required by state law.

Resolution: This finding pointed out a need for improvement in three key areas related to background checks for childcare providers: provider training, provider monitoring, and timeliness of background checks. The Department addressed this finding as follows:

The Department communicated the background check requirements to all childcare providers via a provider letter, a posting to the Department's website, and an email alert through the Department's email distribution system. The background check requirements are also covered in provider orientation which is mandatory for new licensees.

While each provider has responsibility to ensure background checks are completed on all its employees that have access to children, this requirement is monitored by the Department during the routine licensing monitoring visits. In April 2008, the Department issued a revised policy strengthening expectations around background check verification and documentation. The policy was sent to all licensors and was reviewed via teleconference with all supervisors.

The issue of timeliness concerns the speed at which fingerprint checks are done and the process for handling rejected applications. The Department is working with a private company to implement electronic fingerprint transfers. This new process will improve both the quality and speed of background checks. Implementation is planned for the first quarter of 2010.

For rejected background check applications, the Department sends out notification letters to providers and licensees informing them that the application has missing or incomplete information. Once the letter has been sent, the Department's Background Check Application System tracks all outstanding applications. The Department uses this system for license monitoring to determine if a background application has been made and to check the status of a background check at a provider's request.

Agency Contact: Debra Wilhelmi
Department of Early Learning
PO Box 40970
Olympia WA 98504-0970
(360) 725-4920
debra.wilhelmi@del.wa.gov

Status of Audit Resolution

December 2009

Department of Early Learning (DEL)

Agency: 357

Audit Report: 2008 F

Finding Number: 013

Finding: The Department of Early Learning and the Department of Social and Health Services do not have adequate internal controls over direct payments to childcare providers.

Resolution: Refer to page 41 for the joint response from the Departments of Early Learning and Social and Health Services on this finding.

Status of Audit Resolution

December 2009

Department of Early Learning (DEL)

Agency: 357

Audit Report: 2008 F

Finding Number: 015

Finding: The Department of Early Learning does not have adequate controls to ensure that contractors have not been suspended or debarred from working on federally funded programs.

Resolution: As a result of this finding, the Department began checking the federal suspension and debarment website for all federally funded contracts, prior to the issuance of a contract. The information from this website is printed out and placed in the official contract file. All contracts issued on or after October 29, 2008, were checked against the suspension and debarment website.

Additionally, with the assistance of the Attorney General's Office, the Department developed a basic contract template for federal contracts which includes the required federal suspension and debarment language. All contracts issued on or after June 30, 2009, contain the suspension and debarment language.

Agency Contact: Debra Wilhelmi
Department of Early Learning
PO Box 40970
Olympia WA 98504-0970
(360) 725-4920
debra.wilhelmi@del.wa.gov