



**STATE OF WASHINGTON**  
**DEPARTMENT OF CHILDREN, YOUTH, AND FAMILIES**  
1500 Jefferson Street, SE • P.O. Box 40975 • Olympia WA 98504-0975

Dear Provider:

The Department of Children, Youth, and Families (DCYF) will soon implement changes related to background checks required by the Family First Prevention Services Act (FFPSA) starting October 1, 2018. FFPSA requires DCYF to complete a national or fingerprint-based background check on all staff working in the Child Care Institution (CCI), also known as group care facility, regardless of supervised or unsupervised access to children. DCYF must also check any child abuse and neglect registry from every state that group care facility staff has resided in the preceding five years before submitting their application.

We want to assure you that DCYF is firmly committed to supporting you, our provider community, throughout the implementation process. We need your services as we continue to build capacity to serve more Washington children and youth. Your services and our shared relationships are critical to our mission and the families we serve.

DCYF has filed an emergency rule change for 120-day provisional hires (Chapter 110-05 WAC). This allows for group care staff to have supervised or unsupervised access to children, juveniles, and vulnerable adults on a provisional basis pending the results of their fingerprint-based background check. The provisional hire is allowed when the individual has lived in Washington for three consecutive years before submitting their application, cleared the state background check process, and submitted fingerprints. DCYF will go through the formal rule making process to finalize the rules. You can find more information on provisional hires and the rule making process on our [website](#).

To comply with the FFPSA, all group care facility staff, regardless of supervised or unsupervised access to children or youth, must complete the fingerprint-based background check. The department will apply the provisional hire rule to staff, as applicable. Contact your department regional licensor if you have staff who must complete the required fingerprint-based background check.

We had incorrect information about rules for volunteers and interns. This change will not affect volunteers and interns until fall 2019. We know there is a backlog in the background check system and are working diligently with the Department of Social and Health Services to resolve these issues.

We will continue to communicate regarding any additional changes and or updates in the coming weeks to discuss the FFPSA in more detail. DCYF will work with members of the provider community to organize and schedule these events.

If you have any questions or concerns please contact Chris Parvin at [chris.parvin@dcyf.wa.gov](mailto:chris.parvin@dcyf.wa.gov) or 360.407.5501.