

Unlicensed Alternative Family Living Provider Attestation



As required by 10A NCAC 27G.0202 Personnel Requirements, community service providers must maintain personnel records that include evidence of any required criminal background checks and/or criminal record disclosures as applicable per rule, statute, and/or Medicaid waiver, as well as evidence that sanctions from professional boards and/or health care registries have been reviewed (when applicable). A fingerprint check must be completed to obtain a national criminal history record check for any potential employee who has been a North Carolina resident for fewer than five years. The criminal background check must be completed prior to starting services for all individuals assigned to provide caregiver services to the individual, including back-up staff, the spouse of the staff person assigned to work with the individual, or anyone who may provide caregiver services at the time.

The provider also attests to having the following:

- Agency policy(ies) on background checks and health care registry checks for staff and all adults residing in the home
- Background checks for all staff and all adults (ages 18 and older) in the home
- Back-up staffing plan and completed background/health care registry checks prior to the back-up staff's start date
- Completed training on individual specific needs, CPR/First Aid, Documentation Requirements, Medication Administration and Storage, Crisis Services, and Incident Reporting

By signing this attestation, I verify the provider listed below has a personnel record containing the above information.

Provider Name: _____

Unlicensed Alternative Family Living Site Name: _____

Employee Name(s):

Provider Signature

Date

Provider Printed Name