



**LONG-TERM CARE
CRIMINAL HISTORY AND PATIENT ABUSE
BACKGROUND SEARCH PROGRAM**

OVERVIEW

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What is the Authorizing Legislation for the Long-Term Care Background Check Program?

& The long-term care background check program is established and authorized pursuant to Section 19a-491c of the General Statutes.

What is the Applicant Background Check Management System (ABCMS)?

- ⌘ The DPH has established a web-based portal to process applicants as required pursuant to Section 19a-491c.
- ⌘ Long-term Care Facilities (LTCs) must register with the ABCMS and process required applicants through the ABCMS for background check purposes under the law.

WHO NEEDS TO BE PROCESSED
THROUGH THE ABCMS FOR
BACKGROUND CHECK PURPOSES?

The law covers a LTC's prospective

- employees;
- contractors; and
- certain volunteers

Who have “*direct access*” and provide “*long-term care services*” to patients or residents. CGS §19a-491c(c)(1).

Do I need to conduct a background check through the ABCMS on all employees who currently work at my facility?

⌘ No. LTCs are not required to comply with the law with respect to any individual employed by the facility prior to the date the LTC is phased-in to the implementation of this program. *CGS §19a-491c(c)(1)*.

Do I need to conduct a background check through the ABCMS on every new employee or contractor that comes on site, such as a landscaper, plumber or electrician?

⌘ No, not necessarily.

⌘ LTCs are required to comply with the law only for prospective employees and/or contractors who have “direct access” and provide “long-term care services” to patients or residents. *CGS §19a-491c(c)(1)*.

Who is a “direct access” employee or contractor subject to the required background search under the law?

- ⌘ “Direct access” means physical access to a patient or resident of a long-term care facility; that
- ⌘ Affords an individual with the opportunity to commit abuse or neglect against or misappropriate the property of a patient or resident. *CGS §19a-491c(a)(2)*.

What “long-term care services” need to be provided by an employee or contractor to make that individual subject to a background search under the law?

& Consistent with Federal law, “long-term care services” are interpreted to mean the provision of supportive or health services to patients or residents of LTCs.

Do all volunteers need to be fingerprinted and subject to the background search as required under the law?

⌘ No.

⌘ Volunteers are only subject to the required background search when the LTC reasonably expects that such volunteer will regularly perform duties that are substantially similar to those of an employee with direct access in the provision of long-term care services. *CGS §19a-491c(c)(1)*.

Under the law, do I need to repeat background checks on employees once hired?

& No.

& A background check is only required prior to extending an offer of employment to, or entering into a contract for the provision of long-term care services with, any individual who will have direct access to patients or residents. *CGS §19a-491c(c)(1)*.

If a different LTC successfully completed a background check on an applicant last year, and now that applicant has applied with my LTC, do I need to conduct another full fingerprint background search?

& No.

& A background check is not required if the individual successfully submitted to a background search through the ABCMS not more than three years immediately preceding the date such individual applies for employment and the prior search confirmed there was no disqualifying offense. CGS §19a-491c(c)(2).

Where do applicants go to get fingerprinted?

- ⌘ Applicants must take a Fingerprinting Authorization Form to one of the State Police Troops and Districts or Middletown State Police Headquarters.
- ⌘ Applicants should call ahead for availability, as hours of operation may differ by location.

Once I provide an applicant with the Fingerprinting Authorization Form, how much time does the applicant have to get their fingerprints taken?

- ⌘ 30 Days. The deadline will be printed on the Fingerprinting Authorization Form.
- ⌘ Encourage applicants to get their fingerprints taken ASAP to complete the process as quickly as possible.

How Do I contact the DPH ABCMS Office with Questions?

- ⌘ Please send email correspondence to dph.ABCMS@ct.gov.
- ⌘ You may also call the DPH ABCMS at (860) 509-8366, but the best way to contact the ABCMS is through email.