

**National Background Check Program  
State of West Virginia**

*Program Abstract*

The overall goal of the West Virginia Program will be to develop and implement an integrated, statewide background check process for all LTC direct-care employees that:

- 1) Applies consistent background check policies across all LTC facilities and providers.
- 2) Uses live scan technology for fingerprinting.
- 3) Automates the processing of all necessary background checks, including lists, registries and fingerprints, and the notification of results to LTC facilities and providers.
- 4) Includes a “rap back” feature to monitor and update the employability status of current LTC employees.
- 5) Develop, support and enact legislation to expand the rap-back system and allows the WV DHHR to transmit results to long term care providers.

Grant funds will be used to develop and implement:

- An automated system necessary for an integrated background check program (including both a name based check system and a fingerprint system) which includes a secure pre-registration process, a centralized database to store prospective and current employee records and background check results,
- The infrastructure to allow the secure transmission of criminal history results from the State Police to the centralized WV DHHR database,
- A centralized system for evaluating and processing fingerprint check results
- An automated process to notify providers of background check results, and
- A rap-back system to keep WV DHHR and providers informed of any criminal activity that would disqualify current employees in the West Virginia long term care system.

Grant funds will also be used to support the Advisory Committee, test the automated system with select provider groups, and train all providers in the use of the system prior to full implementation. A WV CIB Advisory Committee will be established to include key stakeholders who will provide feedback to the Project Director throughout the grant period.

The West Virginia Bureau for Medical Services is requesting federal funds for the 36-month project. State in-kind services will be used as matching funds.