



# Department of Early Education and Care

THE COMMONWEALTH OF MASSACHUSETTS

## Background Record Checks

**POLICY STATEMENT:** Background Record Checks of Early Intervention Employees and Specialty Service Providers in Early Education and Care Settings

**DATE ISSUED:** October 30, 2015

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Early Intervention (EI) in Massachusetts is a statewide, integrated, developmental service available to families of children between birth and three years of age overseen by the Department of Public Health (DPH). It is DPH's policy that EI staff and Specialty Service Providers conduct their work with children in the natural setting of the child. Many families request that EI services be delivered in their children's early education and care programs. Working with children in early education and care settings requires the active participation of families, early childhood educators and early intervention specialists. The overall goal of EI is to support children in being fully active participants in all environments with the various important adults in their lives. All EI work that occurs in programs licensed, approved, or funded by the Department of Early Education and Care (EEC) should take place in the classroom or under the constant supervision of an individual who has cleared EEC's Background Record Checks (BRCs).

EEC's statutory and regulatory requirements<sup>1</sup> necessitate that all individuals who have the potential for unsupervised contact with children in EEC licensed, approved, or funded programs undergo background record checks. An individual has the potential for unsupervised contact with children if there is a reasonable likelihood of contact with children without the presence of a person who has already undergone a BRC. If an individual has the potential for unsupervised contact with children, then that person must undergo a full EEC BRC, which includes a check of the Massachusetts Criminal Offender Record Information (CORI), a review for abuse or neglect findings with the Department of Children and Families (DCF), a Sex Offender Registry Information check (SORI), and a fingerprint-based check of state and national criminal history databases (fingerprint).

It is the joint policy of EEC and DPH that **EI staff and Specialty Service Providers are not required to undergo an EEC Background Record Check** (EEC run CORI, DCF, SORI, and fingerprint checks) because EI staff do not have the potential for unsupervised contact with

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<sup>1</sup> See G.L. c. 15D, §§7 and 8 and 606 CMR 14.00 et seq.

children. Instead, EI staff and Specialty Service Providers must undergo background record checks as specified in the Early Intervention Operational Standards (CORI and SORI) and as contractually required.

**EEC licensed, approved, or funded programs are reminded that they are prohibited from leaving EI staff alone with children** because such individuals have not received a BRC through EEC.

Any questions about this policy should be directed to EEC's BRC Unit at (617) 988-7841 or at [eec.brc@massmail.state.ma.us](mailto:eec.brc@massmail.state.ma.us).