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Governor
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STATE OF CONNECTICUT

OFFICE OF EARLY CHILDHOOD



Connecticut Office of
Early Childhood

Beth Bye
Commissioner

DATE: July 27, 2020

TO: Licensed child care centers, group child care homes, family child care homes and license-exempt center-based programs that receive C4K

FROM: Beth Bye, Commissioner

RE: Coronavirus Memo # 27

The Connecticut Office of Early Childhood (OEC) provides the following updates for child care providers concerning OEC background checks. The civil preparedness and public health emergency declared by Governor Lamont on March 10, 2020, has resulted in many changes across child care facilities. Child care providers that have been closed temporarily or have had reduced capacity may need new staff and other new child care programs are opening as the community demand for child care increases. Background checks are an important part of opening a new program, hiring new staff, and promoting child safety.

Fingerprint Processing Fees

OEC recognizes the financial burden presented by fingerprint processing fees and wants to support programs as they add new staff in order to provide critical child care services. Therefore, the OEC will use federal funding to cover fingerprint processing fees for all OEC required criminal history records checks from **August 3, 2020 until December 31, 2020**, or until the allocated funds have been exhausted, whichever comes first.

Requirement to Submit Fingerprints

OEC Coronavirus Memo # 9 issued on March 20, 2020, temporarily waived the requirement to submit fingerprints for OEC background checks due to the suspension of fingerprint collection services. In late May, some local police departments resumed fingerprint collection services, and as of June 15, 2020, the Department of Emergency Services and Public Protection Fingerprint Identification Unit resumed fingerprinting. Therefore, effective **August 3, 2020**, background checks required to be completed through the OEC pursuant to Sections 19a-80 (c), 19a-87b (c), & 17b-749k of the Connecticut General Statutes **must include submission of fingerprints** in accordance with section 29-17a of the Connecticut General Statutes.

Livescan Fingerprinting Services through the United Way of CT 2-1-1 Child Care

OEC's partnership with the United Way of CT to provide digital fingerprint collection services and electronic fingerprint transmission to DESPP is scheduled to resume in late July. Fingerprints collected

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and transmitted electronically are accepted at a much higher rate than ink fingerprints. Additionally, there is no collection fee (as charged by most police departments) to have fingerprints collected through the United Way of CT. Applicants interested in registering for a digital fingerprint appointment must submit a completed DCF Authorization form. To access this form and schedule an appointment, [\[CLICK HERE\]](#). Initial sessions will be held at the United Way of CT headquarters in Rocky Hill only, with additional locations to be scheduled as host sites are identified.

If you have questions related to OEC background checks, or want to volunteer to host a Livescan fingerprinting session, please email oeresults@ct.gov or leave a message at 860-500-4466. Voicemail messages will be returned as soon as possible.

Thank you for all you do to provide care for Connecticut's children!