



# Background Study Documentation

Each year the Human Services Licensing Act (HSLA) is reviewed. Many times, items are revised. This year, one of the changes implemented, specifically affects you, the license holder:

## **Mn. 245C.20**

**“The license holders are required to document the date the program initiates a background study; and contact the commissioner to inquire about the status of a study, if the program has not received a response from the commissioner within 45 days of initiation of the study.”**

License Holder \_\_\_\_\_

Relicensing Date \_\_\_\_\_

### **Background Study Documentation**

| SUBJECT NAME | DATE SUBMITTED | DATE ALL CLEAR RECEIVED | 45 DAYS HAVE PASSED DATE FOLLOW UP CALL MADE TO COUNTY | MORE TIME NEEDED |    | DATE SUBJECT DISQUALIFIED |
|--------------|----------------|-------------------------|--|------------------|----|---------------------------|
|              |                |                         |  | YES              | NO |                           |
|              |                |                         |  | YES              | NO |                           |
|              |                |                         |  | YES              | NO |                           |
|              |                |                         |  | YES              | NO |                           |
|              |                |                         |  | YES              | NO |                           |
|              |                |                         |  | YES              | NO |                           |
|              |                |                         |  | YES              | NO |                           |
|              |                |                         |  | YES              | NO |                           |
|              |                |                         |  | YES              | NO |                           |
|              |                |                         |  | YES              | NO |                           |