

Department of Licensing and Regulatory Affairs  
Child Care Licensing

Child Care Centers  
Letter Series 2015-01

Date: June 4, 2015

To: All Child Care Centers

From: Jay Calewarts, Acting Director  
Child Care Licensing Division



Subject: Background Checks for Local Health Department Hearing and Vision  
Technicians

The Public Health Code (1978 PA 368) requires local health departments to conduct periodic hearing and vision screening on children residing in their jurisdiction. Hearing and vision screening of preschool children must be done at least once during the ages of 3 to 5 years.

Each local health department employs hearing and vision screening technicians. The hearing and vision technicians visit child care centers to complete the hearing and vision screenings on children enrolled in their programs and are often unsupervised with children. These technicians are not employees of the child care center so when they are present at the child care center to conduct screenings, they are considered volunteers.

Child Care Center Licensing Rule 400.8125 requires the following for unsupervised volunteers:

**(6) Documentation shall be on file at the center that a volunteer has not been convicted of any of the following before having unsupervised contact with children:**

**(a) A listed offense, as defined in section 2 of the sex offenders registration act, 1994 PA 295, MCL 28.722.**

**(b) Child abuse or child neglect.**

**(c) A felony involving harm or threatened harm to an individual within the 10 years immediately preceding the date of offering to volunteer at the center.**

**(8) Documentation from the department of human services that a volunteer has not been named in a central registry case as the perpetrator of child abuse or child neglect shall be on file at the center before having unsupervised contact with a child in care.**

**(10) The documentation required by subrules (4), (6), (7) and (8) shall be updated every 2 years at renewal and upon request by the department and shall be kept on file at the center.**

**(12) A written statement shall be signed and dated by staff and volunteers at the time of hiring or before volunteering indicating all of the following information:**

**(a) The individual is aware that abuse and neglect of children is against the law.**

**(b) The individual has been informed of the center's policies on child abuse and neglect.**

**(c) The individual knows that all staff and volunteers are required by law to immediately report suspected abuse and neglect to children's protective services.**

The child care center does not have to obtain a central registry clearance and a criminal history clearance for the hearing and vision technician if the local health department conducts these clearances. The local health department must certify to the child care center that any hearing and vision technician present at the child care center complies with both of the following:

- Is not listed on the central registry as a perpetrator of child abuse and/or neglect. Documentation from the Department of Health and Human Services that he or she has not been named in a central registry case as a perpetrator of child abuse or child neglect must be on file at the local health department and must be updated every two years.
- Has not been convicted of child abuse and neglect, a felony involving harm or threatened harm in the past 10 years or a listed offense (from the Sex Offenders Registration Act, 1994 PA 295). Documentation from the Michigan Department of State Police Internet Criminal History Access Tool (ICHAT), or equivalent, for a person's state of official residence, must be on file at the local health department and must be updated every two years.

Documentation from the local health department must be made available to the child care center and child care licensing consultant upon request.

In addition, the first time the hearing and vision technician is present at the center, that technician must sign a written statement indicating that he/she:

- Is aware that abuse and neglect of children is against the law.
- Has been informed of the center's policies on child abuse and neglect.
- Knows that all staff and volunteers are required by law to immediately report suspected abuse and neglect to children's protective services.

If you have any questions about this memo, please contact your licensing consultant.

cc: Area Managers and Child Care Licensing Consultants

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Michigan Department of Health and Human Services for distribution to local health departments