# Personnel File Review

Review Period: January - March 2011

## Eastern Service Area

**Total Number of Reviews:** 9

Contractor: Nebraska Families Collaborative (NFC)

*Note: NFC Results without Subcontractors*

| Background Checks | # Yes | # Applicable | % Achieved |
|---|---|---|---|
| 1 National | 9 | 9 | 100.00% |
| 2 Out of State | 3 | 3 | 100.00% |
| 3 In State | 9 | 9 | 100.00% |
| 4 Local | 9 | 9 | 100.00% |
| 5 Internet Search | 9 | 9 | 100.00% |
| 6 Ongoing Background Checks | 1 | 1 | 100.00% |
| 7 Exceptions | 2 | 2 | 100.00% |
| 8 Record Maintenance | 9 | 9 | 100.00% |
| 8a Work Eligibility Status: E-VERIFY | 9 | 9 | 100.00% |
| 8b. Work Eligibility Status: US Citizenship Attestation Form | NA | NA | NA |
| 8c. Work Eligibility Status: SAVE Program | NA | NA | NA |
| **Transportation** | **# Yes** | **# Applicable** | **% Achieved** |
| 9 Driver's License | 9 | 9 | 100.00% |
| 10 Auto/Medical Insurance | 9 | 9 | 100.00% |
| 11 Points Assessed | 9 | 9 | 100.00% |
| 12 Limitations | 9 | 9 | 100.00% |
| 13 Defensive Driving Course | 9 | 9 | 100.00% |
| **Drug Screening** | **# Yes** | **# Applicable** | **% Achieved** |
| 14 Drug Tests | 9 | 9 | 100.00% |
| **References** | **# Yes** | **# Applicable** | **% Achieved** |
| 15 References - Home Study Staff | 9 | 9 | 100.00% |
| **Education** | **# Yes** | **# Applicable** | **% Achieved** |
| 16 Education - ALL Employees | 9 | 9 | 100.00% |
| 17 Education - Home Study Staff | 8 | 8 | 100.00% |
| 18 Education - Service Coordinator | 9 | 9 | 100.00% |
| **Training** | **# Yes** | **# Applicable** | **% Achieved** |
| 19 ALL STAFF - Initial Training | 9 | 9 | 100.00% |
| 20 ALL STAFF - Ongoing Training | NA | NA | NA |
| 21 MULTI ETHNIC PLACEMENT | 9 | 9 | 100.00% |
| 22 ICWA | 9 | 9 | 100.00% |
| 23 CFS Pre Service Training | 9 | 9 | 100.00% |
| 24 Ongoing Training - SC/Sup | 3 | 3 | 100.00% |

# Personnel File Review

Review Period: January - March 2011

## Eastern Service Area

**Total Number of Reviews:** 24

Contractor: Nebraska Families Collaborative (NFC)

SUBCONTRACTOR RESULTS : UTA HALEE

| Background Checks | # Yes | # Applicable | % Achieved |
|---|---|---|---|
| 1 National | 17 | 24 | 70.83% |
| 2 Out of State | 0 | 6 | 0.00% |
| 3 In State | 19 | 24 | 79.17% |
| 4 Local | 24 | 24 | 100.00% |
| 5 Internet Search | 24 | 24 | 100.00% |
| 6 Ongoing Background Checks | 11 | 11 | 100.00% |
| 7 Exceptions | 2 | 3 | 66.67% |
| 8 Record Maintenance | 18 | 22 | 81.82% |
| 8a Work Eligibility Status: E-VERIFY | 5 | 5 | 100.00% |
| 8b. Work Eligibility Status: US Citizenship Attestation Form | NA | NA | NA |
| 8c. Work Eligibility Status: SAVE Program | NA | NA | NA |
| **Transportation** | **# Yes** | **# Applicable** | **% Achieved** |
| 9 Driver's License | 15 | 15 | 100.00% |
| 10 Auto/Medical Insurance | 1 | 1 | 100.00% |
| 11 Points Assessed | 15 | 15 | 100.00% |
| 12 Limitations | 14 | 15 | 93.33% |
| 13 Defensive Driving Course | 3 | 15 | 20.00% |
| **Drug Screening** | **# Yes** | **# Applicable** | **% Achieved** |
| 14 Drug Tests | 14 | 15 | 93.33% |
| **References** | **# Yes** | **# Applicable** | **% Achieved** |
| 15 References - Home Study Staff | 3 | 3 | 100.00% |
| **Education** | **# Yes** | **# Applicable** | **% Achieved** |
| 16 Education - ALL Employees | 24 | 24 | 100.00% |
| 17 Education - Home Study Staff | NA | NA | NA |
| 18 Education - Service Coordinator | NA | NA | NA |
| **Training** | **# Yes** | **# Applicable** | **% Achieved** |
| 19 ALL STAFF - Initial Training | 24 | 24 | 100.00% |
| 20 ALL STAFF - Ongoing Training | 14 | 14 | 100.00% |
| 21 MULTI ETHNIC PLACEMENT | NA | NA | #VALUE! |
| 22 ICWA | NA | NA | #VALUE! |
| 23 CFS Pre Service Training | NA | NA | #VALUE! |
| 24 Ongoing Training - SC/Sup | NA | NA | #VALUE! |

# Personnel File Review

Review Period: January - March 2011

## Eastern Service Area

**Total Number of Reviews:** 43

Contractor: Nebraska Families Collaborative (NFC)

SUBCONTRACTOR RESULTS : CSI

| Background Checks | # Yes | # Applicable | % Achieved |
|---|---|---|---|
| 1 National | 43 | 43 | 100.00% |
| 2 Out of State | 12 | 14 | 85.71% |
| 3 In State | 43 | 43 | 100.00% |
| 4 Local | 43 | 43 | 100.00% |
| 5 Internet Search | 43 | 43 | 100.00% |
| 6 Ongoing Background Checks | 9 | 9 | 100.00% |
| 7 Exceptions | 2 | 2 | 100.00% |
| 8 Record Maintenance | 42 | 43 | 97.67% |
| 8a Work Eligibility Status: E-VERIFY | 20 | 20 | 100.00% |
| 8b. Work Eligibility Status: US Citizenship Attestation Form | NA | NA | NA |
| 8c. Work Eligibility Status: SAVE Program | NA | NA | NA |
| **Transportation** | **# Yes** | **# Applicable** | **% Achieved** |
| 9 Driver's License | 37 | 37 | 100.00% |
| 10 Auto/Medical Insurance | 37 | 37 | 100.00% |
| 11 Points Assessed | 37 | 37 | 100.00% |
| 12 Limitations | 37 | 37 | 100.00% |
| 13 Defensive Driving Course | 38 | 38 | 100.00% |
| **Drug Screening** | **# Yes** | **# Applicable** | **% Achieved** |
| 14 Drug Tests | 38 | 38 | 100.00% |
| **References** | **# Yes** | **# Applicable** | **% Achieved** |
| 15 References - Home Study Staff | 10 | 10 | 100.00% |
| **Education** | **# Yes** | **# Applicable** | **% Achieved** |
| 16 Education - ALL Employees | 43 | 43 | 100.00% |
| 17 Education - Home Study Staff | 9 | 9 | 100.00% |
| 18 Education - Service Coordinator | NA | NA | NA |
| **Training** | **# Yes** | **# Applicable** | **% Achieved** |
| 19 ALL STAFF - Initial Training | 43 | 43 | 100.00% |
| 20 ALL STAFF - Ongoing Training | 8 | 8 | 100.00% |
| 21 MULTI ETHNIC PLACEMENT | 6 | 9 | 66.67% |
| 22 ICWA | 6 | 9 | 66.67% |
| 23 CFS Pre Service Training | NA | NA | NA |
| 24 Ongoing Training - SC/Sup | NA | NA | NA |