

# Personnel File Review

Review Period: July - September 2010

**Southeast Service Area**

Total Number of Reviews:

37

Contractor: **KVC Behavioral Healthcare Nebraska**

Background Checks	# Yes	# Applicable	% Achieved
1 National	18	27	66.67%
2 Out of State	0	7	0.00%
3 In State	19	37	51.35%
4 Local	21	37	56.76%
5 Internet Search	37	37	100.00%
6 Ongoing Background Checks	NA	NA	NA
7 Exceptions	3	12	25.00%
8 Record Maintenance	23	37	62.16%
8a Work Eligibility Status: E-VERIFY	33	37	89.19%
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	33	37	89.19%
10 Auto/Medical Insurance	25	37	67.57%
11 Points Assessed	36	37	97.30%
12 Limitations	35	37	94.59%
13 Defensive Driving Course	21	37	56.76%
Drug Screening	# Yes	# Applicable	% Achieved
14 Drug Tests	32	37	86.49%
References	# Yes	# Applicable	% Achieved
15 References - Home Study Staff	NA	NA	NA
Education	# Yes	# Applicable	% Achieved
16 Education - ALL Employees	24	37	64.86%
17 Education - Home Study Staff	NA	NA	NA
18 Education - Service Coordinator	NA	NA	NA
Training	# Yes	# Applicable	% Achieved
19 ALL STAFF - Initial Training	0	37	0.00%
20 ALL STAFF - Ongoing Training	NA	NA	NA
21 MULTI ETHNIC PLACEMENT	NA	NA	NA
22 ICWA	NA	NA	NA
23 CFS Pre Service Training	NA	NA	NA
24 Ongoing Training - SC/Sup	NA	NA	NA