



STATE OF WEST VIRGINIA  
DEPARTMENT OF HEALTH AND HUMAN RESOURCES

Earl Ray Tomblin  
Governor

Bureau for Medical Services  
Home & Community Based Services  
350 Capitol Street – Room 251  
Charleston, West Virginia 25301-3706  
Telephone: (304) 558-1700 Fax: (304) 558-4398

Karen L. Bowling  
Cabinet Secretary

To: West Virginia Department of Education  
1900 Kanawha Boulevard, East  
Building 6, Room 215  
Charleston, WV 25305-0330

From: West Virginia Bureau for Medical Services

Date: February 29, 2016

Re: Fingerprint Based Criminal Background Checks

The Bureau for Medical Services, (BMS) appreciates the services that you provide to our members across West Virginia. Due to unforeseen circumstances, BMS has agreed to hold on the requirement for LEA's (Local Education Agencies) to have Fingerprint Based Background Checks completed for their employees who render Medicaid Service under Chapter 539, School Based Health Services Policy. Once it is determined that an effective date can be identified, the WV Department of Education will be given six (6) months' notice of the effective date to have these background checks completed.

If you have any questions please feel free to contact us at any time.

Sincerely,

A handwritten signature in blue ink, appearing to read "Cynthia Parsons".

Cynthia Parsons, Program Manager  
Behavioral Health and School Based Health  
Services  
304-539-4830  
[Cynthia.A.Parsons@wv.gov](mailto:Cynthia.A.Parsons@wv.gov)

cc: Cynthia E. Beane, Acting Commissioner - Bureau for Medical Services  
Tara Buckner, WV DHHR  
Amy Willard, WV DOE  
Terry Riley, WV DOE