

## Vendor Certification of Criminal Background Clearance, Tuberculosis (TB) Clearance, and Credential Verification

Charter schools are required to comply with all applicable state and federal legal requirements, including but not limited to, criminal background clearances and fingerprinting requirements and TB risk assessment/clearance and credentialing requirements. (Ed. Code, §§ 45125.1 et seq., 49406, and 47605(l).) For each returning and new contracting entity/independent contractor (“vendors”), the charter school is responsible for ensuring annually that vendors provide signed certification to the charter school that all applicable requirements are met, prior to the provision of school site services and/or any contact with students, for the current school year.

**Directions:** This *Vendor Certification of Criminal Background Clearance, Tuberculosis Clearance, and Credential Verification*<sup>1</sup> form must be completed annually prior to providing school site services by all returning and new vendors providing services to the charter school whose employees may have contact (physical, verbal, or virtual) with students. As part of its certification, each vendor must provide (on the certification form or on an attachment to the certification form) a complete and detailed list of all vendor employees covered by the certification. In the event that any new employee(s) of the vendor will provide any service(s) to the charter school after the initial annual submission of the vendor certification form, charter school must obtain an updated vendor certification form along with a complete and detailed list of all vendor employees covered by the certification prior to those new employees providing services to the charter school.

**The California fingerprint and criminal background clearance, TB risk assessment/clearance requirements, and credentialing requirements are set forth in Education Code sections 45125.1 et seq., 49406, and 47605(l).**

\_\_\_\_\_ (“CHARTER SCHOOL”) and the Vendor \_\_\_\_\_ (“VENDOR”) entered into an agreement/contract outlining the terms and conditions for the provision of school site services provided to the CHARTER SCHOOL.

Description of the school site services provided to the CHARTER SCHOOL:

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Select one of the following:      This is the initial annual certification submission for this current school year  
     This is an update to the initial annual submission for this current school year

**PLEASE CHECK ALL APPROPRIATE BOXES AND SIGN BELOW.**

**CLEARANCE AND CREDENTIAL REQUIREMENTS SATISFIED:**

- A. The VENDOR hereby certifies to the CHARTER SCHOOL’s Governing Board that it has completed the criminal background check pursuant to the requirements of Education Code section 45125.1, that it has determined that none of its employees that may come into contact with the CHARTER SCHOOL’s students has been convicted of a violent felony listed in Penal Code section 667.5(c) or a serious felony listed in Penal Code section 1192.7(c), and that the VENDOR requests and receives subsequent arrest notifications for all such employees from the California Department of Justice to ensure the ongoing safety of students.
- B. The VENDOR hereby certifies to the CHARTER SCHOOL Governing Board that it has required and verified that all employees who may have frequent or prolonged contact with students have undergone a risk assessment and/or have been examined and determined to be free of active tuberculosis, as required under Education Code section 49406. The VENDOR requires all new employees to provide the VENDOR with a certificate of tuberculosis clearance dated within the period of 60 days prior to initial employment. The VENDOR maintains current TB clearances for all such employees.
- C. The VENDOR hereby certifies to the CHARTER SCHOOL’s Governing Board that it has required and verified that all VENDOR employees whose assignment at the CHARTER SCHOOL requires a teaching or substitute credential or license holds a current, valid credential or license appropriate for the assignment, as required by Education Code section 47605(l).

**List below, or attach, the name and other information for each vendor employee for whom VENDOR has successfully completed the requisite fingerprinting and criminal background check, TB risk assessment/clearance, and credential verification (if applicable), in accordance with the provisions above.**

Name of Employee	Date of Criminal Background Clearance Determination	TB Expiration Date	Credential(s) Type and Expiration Date(s)
<i>John Example</i>	<i>07/23/2025</i>	<i>07/23/2029</i>	<i>Multiple Subject Teaching Credential 07/01/2026</i>

<sup>1</sup> Sole proprietors must complete the *Sole Proprietor Vendor Certification of Criminal Background Clearance, Tuberculosis (TB) Clearance, and Credential Verification* form.

**CERTIFICATION OF INAPPLICABILITY OF CLEARANCE REQUIREMENTS:**

- D. The VENDOR hereby certifies that the Department of Justice (DOJ) fingerprint and criminal background clearance requirements are NOT applicable to the VENDOR and its employees for the following reason(s) permitted by Education Code section 45125.1 et seq.
  - The VENDOR and its employees will NOT have any interaction with pupils outside of the immediate supervision and control of the pupil’s parent or guardian or a school employee. [Ed. Code § 45125.1(a).]
  - The services provided by the VENDOR and its employees are for an “EMERGENCY OR EXCEPTIONAL SITUATION” ONLY, such as when pupil health or safety is immediately endangered or when emergency repairs are needed to make the school facilities safe and habitable. [Ed. Code § 45125.1(b)(1).]

**By signing below, under penalty of perjury, I certify that the information contained on this certification form and the employee list(s) is accurate and that it may be uttered or published as true. I further attest that VENDOR will maintain, update, and provide the CHARTER SCHOOL with current and complete information along with the employee list, throughout the duration of services provided by VENDOR. The individual signing this form warrants that they are authorized to do so, and further, that they are authorized to make the promises in this form on behalf of VENDOR.**

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Authorized Vendor Signature	Printed Name	Title	Date
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**CHARTER SCHOOL CERTIFICATION**

By signing below, under penalty of perjury, I certify that I have reviewed the information contained on this certification form and the employee list(s). I further attest that CHARTER SCHOOL will ensure VENDOR provides an updated current and complete certification form along with the employee list(s) to CHARTER SCHOOL prior to the provision of services to CHARTER SCHOOL by any new VENDOR employee and/or, as applicable, to continue provision of services to CHARTER SCHOOL in accordance with applicable requirements. The individual signing this form warrants that they are authorized to do so, and further, that they are authorized to make the promises in this form on behalf of CHARTER SCHOOL.

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Authorized Charter School Representative Signature	Printed Name	Title	Date
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