## Initial Applicants (Sections 1a—5)

1a. Applicant has CCL licensing history for the 12-month period prior to the date of application? 
   - [ ] Yes
   - [ ] No

   Date of Application: ______

   Stop process if “No”

2a. On Corrective or Adverse Action with CCL? 
   - [ ] Yes
   - [ ] No

   On Corrective Action with Board? 
   - [ ] Yes
   - [ ] No

   On Notice of Freeze With TWC? 
   - [ ] Yes
   - [ ] No

   Stop process if “Yes”

3a. Stop process if the applicant has received any of the following CCL Deficiencies listed below.

### CRITICAL DEFICIENCIES:

<table>
<thead>
<tr>
<th>Check Yes or No</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>[ ] Yes</td>
<td>745.625 Background Checks Requirement – Providing Direct Care</td>
</tr>
<tr>
<td>[ ] Yes</td>
<td>745.656 Individuals on the Texas Sex Offender Registry – Cannot Be Present at Facility</td>
</tr>
<tr>
<td>[ ] Yes</td>
<td>745.661 Criminal Convictions or Central Registry Findings – Take Appropriate Action</td>
</tr>
<tr>
<td>[ ] Yes</td>
<td>746.201(9) Permit Holder Responsibilities – Complying with Child Care Licensing Law in Chapter 42 Human Resources Code</td>
</tr>
<tr>
<td>[ ] Yes</td>
<td>746.1201(4) Responsibilities of Employees and Caregivers – Ensure No Child is Abused, Neglected, or Exploited</td>
</tr>
<tr>
<td>[ ] Yes</td>
<td>746.1201(5) Responsibilities of Employees and Caregivers – Report Suspected Child Abuse, Neglect, or Exploitation</td>
</tr>
<tr>
<td>[ ] Yes</td>
<td>746.1311(a) Director Annual Training – 30 Hours Required</td>
</tr>
<tr>
<td>[ ] Yes</td>
<td>746.1315(b) First Aid and CPR Requirements – Away From Child-Care Center</td>
</tr>
<tr>
<td>[ ] Yes</td>
<td>746.2805 Prohibited Punishments</td>
</tr>
<tr>
<td>[ ] Yes</td>
<td>746.3805(a) Administering Medication – How to Administer Medication</td>
</tr>
<tr>
<td>[ ] Yes</td>
<td>746.3805(b) Administering Medication – How to Administer Medication</td>
</tr>
</tbody>
</table>

### HIGH AND MEDIUM-HIGH RISK DEFICIENCIES:

Number cited:

- 745.625 Background Checks Requirement
- 746.1003(1), (3)-(6) Director Responsibilities
- 746.1201(1) Responsibilities of Employees and Caregivers – Demonstrate Competency, Good Judgment, Self-Control
- 746.1203(4) Responsibilities of Caregivers – Supervision of Children
- 746.1203(5) Responsibilities of Caregivers – Children in Control
- 746.1305 Pre-Service Training Requirement
- 746.1309(a) Documented Annual Training – 24 Hours Required
- 746.1309(e) Annual Training for Caregivers of Children Under 24 Months

**Total Number of High and Medium-High Risk Deficiencies**

4a2. Number of deficiencies – Review 12-month licensing history.

   Stop process if initial applicant has 10 or more total CCL deficiencies (any deficiency).

4a3. Total number of Deficiencies

## TRS Monitoring/Recertification (Sections 1b—5)

1b. Provider has CCL licensing history for the 12-month period prior to the date of the TRS monitoring/recertification visit? 
   - [ ] Yes
   - [ ] No

   Date of TRS Monitoring/Recertification Visit: ______

   Review the provider’s 12-month CCL licensing history.

2b. On Corrective or Adverse Action with CCL? 
   - [ ] Yes
   - [ ] No

   On Corrective Action with Board? 
   - [ ] Yes
   - [ ] No

   On Notice of Freeze With TWC? 
   - [ ] Yes
   - [ ] No

   Stop process if “Yes”

3b. Provider is reduced to 2-Star certification if the certified provider has any of the CCL Deficiencies listed below (2-Star loses TRS certification)

### 4b1. Number of High and Medium-High Deficiencies – Review 12-month licensing history:

   Provider who was cited for five or more High and Medium-High deficiencies loses a star level (2-Star loses TRS certification)

   Stop process if applicant was cited for five or more deficiencies in High and Medium-High standards listed below

### 4b2. Number of Deficiencies – Review 12-month licensing history:

   Provider who has 10 to 14 total CCL deficiencies (any deficiency) is placed on a 6-month Probation. If recited for same deficiencies within 6 months, the provider loses a star level. If new deficiencies during Probation do not exceed 14, a new 6-month Probation is established.

   Provider who receives 15 total deficiencies (any deficiency) or is on TRS Probation for more than 12 consecutive months, provider loses their certification.

   Stop process if initial applicant has 10 or more total CCL deficiencies (any deficiency).

   Stop process if initial applicant has any deficiencies cited for same deficiencies within 6 months Probation. If reviewed for same deficiencies within 6 months, the provider loses a star level. If new deficiencies during Probation do not exceed 14, a new 6-month Probation is established.

   Stop process if initial applicant has any deficiencies cited for same deficiencies within 6 months Probation. If reviewed for same deficiencies within 6 months, the provider loses a star level. If new deficiencies during Probation do not exceed 14, a new 6-month Probation is established.

   Stop process if initial applicant has any deficiencies cited for same deficiencies within 6 months Probation. If reviewed for same deficiencies within 6 months, the provider loses a star level. If new deficiencies during Probation do not exceed 14, a new 6-month Probation is established.

5. Is Applicant/Provider Eligible to Continue Certification Process? 
   - [ ] Yes
   - [ ] No

   Staff Signature       ______

   Date       ______

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