

LUB TXHEEJ TXHEEM KHOOM NOJ HAUV RAU ME NYUAM YAUS THIAB NEEG LAUS

Cov Txheej Txheem Kev Hais Plaub (Appeal Procedures)

Family Day Care Homes

Revised July 2015

Cov txheej txheem kev hais plaub hauv qab no tsim tawm los raws li Feem 226,6, 226,16 thiab 226,18 nyob rau hauv lub Txheej Txheem Khoom Noj Haus Rau Menyuum Yaus thiab Neeg Laus cov cai tswj, raws li tau muab hloov los ntawm Tsoom Fwv Txoj Cai Lij Choj 106-224 haus Feem 243(c)(5)(D), yuav siv tau rau tej tsev zov menyuum kom yuav tsum tau tsum kwm Tsab Ntawv Ceeb Toom Txog Kev Txiaiv Tawm thiab Kev Tsis Phim los ntawm kev mus koom nyob rau hauv lub Txheej Txheem Khoom Noj Haus Rau Menyuum Yaus thiab Neeg Laus.

Daim Ntawv Ceeb Toom Txog Kev Txiaiv Tawm thiab Kev Tsis Phim CACFP kev koom tes los ntawm lub Koom Haum Pab Txhawb Nqa ntawm cov Tsev Zov Me Nyuam uas ua lub luag hauj lwm yuav tsum los ua raws li cov qauv nram qab no: kev xa cov ntaub ntawv uas tsis muaj tseeb rau hauv daim ntawv thov (Daim Ntawv Thov-Tsev Zov Me Nyuam, PI-1472); xa cov ntaub ntawv tsis txaus siab cuav mus hais kom them nyiaj; kev koom tes sib law liag nyob rau hauv ntau tshaj li ib lub koom haum pab txawb nqa; ua tsis raws kev cai nyob rau hauv lub Txheej Txheem Zaub Mov; tsis khaws cov ntaub ntawv uas yuav tsum tau; tej kev coj los yog tej yam cwj pwm uas hem thawj rau tus (cov) me nyuam yaus txoj kev noj qab haus huv los yog kev nyab xeeb nyob rau hauv nws kev saib xyuas, los yog cov pej xeem txoj kev noj qab haus huv thiab kev nyab xeeb; ib qhov kev txiaiv txim txog tias lub tsev zov menyuum tau raug txiaiv txim hais tias tau ua tej yam kev ua ub no uas tshwm sim thaum lub sij hawm xya xyoo dau los uas qhia tias yog ib qho kev ua lag luam tsis muaj kev ncaj ncees. (Tsis muaj kev ncaj ncees rau fab kev ua lag ua luam xws li kev dag, ua txhaum kev ncaj ncees, kev dag ntxias nyiaj txiag, tub sab tub nyiaj, kev ua qhov cuav, kev xiab nyiaj, tim qhov cuav rau los yog kev puas tsuaj ntawm cov ntaub ntawv, kev txais yuav yam khoom uas nyiaj los, ua ntawv tsis txaus siab cuav, kev rhuav tshem kev ncaj ncees, los yog lwm yam kev ua ub no uas qhia txog kev ua lag ua luam uas tsis muaj kev ncaj ncees raws li sau tseg los ntawm lub Xeev lub chaw ua hauj lwm, los yog kev zais nrhw txoj kev uas ntseeg tau li ntawd); tsis mus koom nyob rau hauv txoj kev cob qhia; los yog lwm yam teeb meem ntsig txog txog kev tsis ua raws li tsab ntawv cog lus (P1-1425) ntawm lub koom haum txhawb nqa tsev zov menyuum, raws li tau teev tseg los ntawm lub koom haum muab kev txhawb nqa los yog lub Xeev lub chaw ua hauj lwm.

Tus txheej txheem:

1. Lub tsev zov me nyuam yuav tsum raug sau ntawv ntuas qhia hais txog cov laj thawj uas lub Sponsoring Organization ua Tsab Ntawv Ceeb Toom Kev Txiaiv Tawm thiab Kev Tsis Phim no rau. Tsab Ntawv Ceeb Toom Kev Txiaiv Tawm thiab Kev Tsis Phim no yuav tsum raug xa hauv qhov chaw xa ntawv uas muaj pov thawj, daim ntawv teb rov qab tias tau txais, ib yam kev pab cuam xa khoom uas zoo sib xws li ntawd (xws li FedEx), fej los yog email raws li thov los ntawm nqe 226.2 (txhais lub ntsiab ntawm "daim ntawv ceeb toom" nyob rau hauv CACFP cov kev cai tswj), yuav tsum xa nrog ib daim ntawv qhia tias lub tsev zov me nyuam muaj txoj cai los sib hais plaub. Yog hais tias xa tsis tau tsab ntawv ceeb toom no, lub tsev zov me nyuam yuav tsum tau txais nyob rau hauv tsib hnuv tom qab raug xa mus rau lub tsev zov me nyuam ib qhov chaw nyob kev xa ntawv, naj npawb fej los yog chaw nyob email uas paub ua zaum kawg nkaus.
2. Daim ntawv tsis txaus siab (ib daim ntawv thov rau kev tsum kwm) yuav tsum tau muab xa tuaj los ntawm lub tsev zov me nyuam tsis pub dhau 10 hnuv suav txij hnuv tim uas tau txais daim ntawv ceeb toom ntawm kev txiaiv txim no. Lub tsev zov menyuum tuaj yeem tsum kwm cov ntaub ntawv uas ua rau muaj qhov kev txiaiv txim rau tawm Tsab Ntawv Ceeb Toom Npaj Txiaiv Tawm thiab Kev Tsis Phim, thiab sau ua ntaub ntawv los mus tshem tawm qhov kev txiaiv txim no. Lub tsev zov me nyuam tuaj yeem siv kws pab tswv yim fab cai lij choj los yog siv lwm tus neeg sawv cev. Lub Koom Haum Pab Txhawb Nqa yuav tsum teb rov mus lees paub tias tau txais daim ntawv thov rau kev sib hais tsis pub dhau 10 hnuv tom qab tau txais daim ntawv uas yuav tsum tau no. Daim ntawv sau thov rau kev tsum kwm yuav tsum tau xa mus rau: *<write in the name and address of the appropriate agency official>*.

3. Tej ntaub ntawv uas nyob rau hauv qhov kev txiaiv txim ntawm lub Koom Haum Txhawb Nqa yuav tsum muaj rau lub tsev zov me nyuam tau soj ntsuam suav txij hnuv uas tau txais daim ntawv thov ua kev ntsuam xyuas.

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4. Lub tsev zov me nyuam tuaj yeem tshem tawm cov nqi uas sau nyob rau hauv daim ntawv ceeb toom kev txiav txim no los ntawm nws tus kheej nyob rau hauv lub rooj sib hais, yog tias raug sau ua ntaub ntawv thov los ntawm lub tsev zov me nyuam thiab tau txais kev pom zoo los ntawm tus tub ceev xwm saib xyuas, thiab/los yog los ntawm kev sau ua ntaub ntawv mus rau tus tub ceev xwm saib xyuas. (Tus tub ceev xwm saib xyuas tsis tas yuav tsum tau los txiav txim hauv lub rooj sib hais.) Txhawm rau kom muab los xav, daim ntawv uas sau tiav lawm yuav tsum rau tsom kwm los ntawm tus tub ceev xwm saib xyuas tsis pub dhau 30 hnub tom qab lub Koom Haum Pab Txhawb Nqa tau txais daim ntawv thov rau kev soj ntsuam (daim ntawv kev tsis txaus siab) los ntawm lub tsev zov me nyuam.
5. Yog hais tias tau kev thov los ntawm lub tsev zov me nyuam thiab tau kev pom zoo rau los ntawm tus tub ceev xwm saib xyuas, tus tub ceev xwm saib xyuas yuav tsum tau tsa ib lub rooj sib hais ntxiv, los yog los hloov, los tsom kwm cov ntaub ntawv uas tau sau xa los ntawm lub tsev zov me nyuam. Tus Tub Ceev Xwm Saib Xyuas yuav tsum tau hais qhia lub tsev zov me nyuam, lub Koom Haum Pab Txhawb Nqa, cov Thawj Tswj Hwm thiab Loo Thawj Tswj Hwm ntawm lub WI CACFP Sponsors Forum thiab xeev Wisconsin Lub Chaw Ua Hauj Lwm Kev Cob Qhia Pej Xeev/Zej Zog Khoom Noj Haus Pawg Neeg txog ntawm lub sij hawm, thaj chaw thiab hnub tim tsa lub rooj sib hais yam tsawg kawg yog 10 hnub ua ntej txog lub rooj sib hais. Tsab ntawv ceeb toom yuav tsum raug xa mus rau tus mail uas muaj pov thawj.
6. Yog lub tsev zov me nyuam tus neeg sawv cev tsis tuaj raws li lub sij hawm teem tseg rau lub rooj sib hais yuav ua rau lub tsev zov me nyuam plam txoj cai tus kheej mus tawm ntsej tawm muag ua ntej tus tub ceev xwm tuav tswj ua kev saib xyuas, tshwj tsis yog tias tus tub ceev xwm ua kev soj ntsuam pom zoo rov teem caij dua rau lub rooj sib hais. Yuav tsum tso cai rau ib tug neeg sawv cev ntawm lub Koom Haum Pab Txhawb Nqa tuaj koom lub rooj sib hais txhawm rau teb lub rau lub tsev zov me nyuam cov zaj lus tim khawv, cov pov thawj tam sim no, thiab teb cov lus nug uas tsim los ntawm tus tub ceev xwm saib xyuas.
7. Tus tub ceev xwm saib xyuas yuav tsum yog ib tug neeg sab nraud thiab ncaj ncees, thiab tsis ua lub luag hauj lwm rau, tus neeg uas tau kev tso cai los mus ua qhov kev txiav txim siab uas yog yuav muaj kev sib hais raws li cov kev cai ntawm nqe lus no. Tus tub ceev xwm saib xyuas yuav tsum tsis txhob muaj kev koom tes nyob rau hauv qhov kev txiav txim uas ntsig txog tus tub ceev xwm siab xyuas, los yog muaj feem xyuam rau tus kheej los sis muaj feem xyuam fab nyiaj txiag nyob rau hauv qhov kev tsom kwm kev tuav tswj ntawd.
8. Tus tub ceev xwm saib xyuas yuav tsum ua qhov kev txiav txim raws li cov ntaub ntawv muab los ntawm lub Koom Haum Pab Txhawb Nqa, lub tsev zov me nyuam, thiab nyob rau Tsoom Fwv Teb Chaws thiab Lub Xeev cov cai lij choj, cov cai tswj, cov kev cai, thiab cov txheej txheem tuav tswj lub Txheej Txheem no.
9. Tus tub ceev xwm saib xyuas yuav tsum hais qhai rau lub Koom Haum Pab Txhawb Nqa, lub tsev zov me nyuam, thiab xeev Wisconsin Lub Tsev Ua Hauj Lwm Fab Kev Cob Qhia/Lub Zej Zog Li Khoom Noj Haus Pab Neeg tsis pub dhau 70 hnub tom qab lub Koom Haum Pab Txhawb Nqa tau txais daim ntawv thov kev tsom kwm/kev sib hais.
10. Lub tsev zov me nyuam uas koom nyob rau hauv no tuaj yeem khiav hauj lwm txuas mus ntxiv raws li lub Txheej Txheem thaum lub sij hawm ua qhov kev sib hais raws li Tsab Ntawv Kev Txiaiv Tawm thiab Kev Tsis Phim tshwj tsis yog tias qhov kev sib hais no yog hais txog kev tsim kev puas tsuaj rau txoj kev noj qab haus huv los yog noj qab nyob zoo ntawm cov me nyuam los yog thaum lub tsev zov menyuam cov kev ua ub no tau rais los ua kev hem thawj rau niam txiv pej xeev txoj kev noj qab haus huv los yog kev ruaj ntseg. Yog hais tias lub chaw kawm los yog lub tsev kawm raug tshem tawm vim qhov laj thawj no, lub Koom Haum Pab Txhawb Nqa yuav tsum qhia kom meej nyob rau hauv koj daim ntawv ceeb toom rau kev sib hais no tib yam nkaus. Kev them nyiaj ntawm lub Txheej Txheem tseem yuav tau txais mus ntxiv rau cov ntawv thov nyiaj them rov qab uas muaj cov ntaub ntawv pov thawj txhawb uas tsim nyog thaum lub sib hawm tseem tos cov kev tshwm sim tau txais los ntawm qhov kev tsom kwm kev tuav tswj no.

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11. Qhov kev txiav txim los ntawm lub Koom Haum Pab Txhawb Nqa tus tub ceev xwm tsom kwm yog qhov kev tuav tswj txiav txim zaum kawg uas yuav ua rau lub tsev zov me nyuam.

**Lub Txheej Txheem Khoom Nnoj Haus Rau Menyuum Yaus Thiab Neeg Laus
Qhov kev zoo tsis txaus uas loj heev ntawm lub Tsev Zov Me Nyuam (Serious Deficiencies)**

<Sponsoring Organization to circle the serious deficiencies that apply to provider>

| Qhov kev zoo tsis txaus uas loj heev ntawm lub tsev zov me nyuam muaj xws li: | Serious deficiencies for family day care homes are: |
|---|--|
| a. Kev xa cov ntaub ntawv cuav rau hauv daim ntawv thov (Daim Ntawv Thov-Tsev Zov Me Nyuam, PI-1472) [7 CFR 226.16(1)(2)(i)]; | Submission of false information on the application (Application-Day Care Home, PI-1472) [7 CFR 226.16(1)(2)(i)]; |
| b. **Kev xa cov ntaub ntawv thov them nyiaj rov qab cuav [7 CFR 226.16 (1) (2) (ii)]; | **Submission of false claims for reimbursement [7 CFR 226.16(1)(2)(ii)]; |
| c. Mus koom nyob rau hauv ntau tshaj ib lub koom haum pab txhawb nqa sib law pes liag [7 CFR 226.16(1)(2)(iii)]; | Simultaneous participation under more than one sponsoring organization [7 CFR 226.16(1)(2)(iii)]; |
| d. Tsis ua raws kev cai ntawm lub Txheej Txheem qauv zaub mov [7 CFR 226.16(1) (2)(iv)]; | Non-compliance with the Program meal pattern [7 CFR 226.16(1)(2)(iv)]; |
| e. Tsis khaws cia cov ntaub ntawv [7 CFR 226.16(1)(2)(v)]; | Failure to keep required records [7 CFR 226.16(1)(2)(v)]; |
| f. Coj cwj pwm los yog tej yam ntxwv uas hem thawj rau txoj kev noj qab haus huv los yog kev nyab xeeb ntawm tus (cov) me nyuam yaus nyob rau hauv nws kev saib xyuas, los yog pej xeem txoj kev noj qab haus huv thiab kev nyab xeeb [7 CFR 226.16(1)(2)(vi)]; | Conduct or conditions that threaten the health or safety of a child(ren) in care, or the public health and safety [7 CFR 226.16(1)(2)(vi)]; |
| g. Ib qhov txiav txim tias lub tsev zov menyuum tau raug txiav txim tias tau ua tej yam kev ua ub no nyob rau xya lub xyoo yav dhau los uas tsis muaj kev ncaj ncees rau fab kev ua lag ua luam. Tsis muaj kev ncaj ncees rau fab kev ua lag ua luam xws li kev dag, ua txhaum kev ncaj ncees, kev dag ntxias nyiaj txiag, tub sab tub nyiaj, kev ua qhov cuav, kev xiab nyiaj, tim qhov cuav rau los yog kev puas tsuaj ntawm cov ntaub ntawv, kev txais yuav yam khoom uas nyiaj los, ua ntawv tsis txaus siab cuav, kev rhuav tshem kev ncaj ncees, los yog lwm yam kev ua ub no uas qhia txog kev ua lag ua luam uas tsis muaj kev ncaj ncees raws li sau tseg los ntawm lub Xeev lub chaw ua hauj lwm, los yog kev zais nrhw txoj kev uas ntseeg tau li ntawd [7 CFR 226.16(1)(2)(vii)]; | A determination that the day care home has been convicted of any activity that occurred during the past seven years and that indicated a lack of business integrity. A lack of business integrity includes fraud, antitrust violations, embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property, making false claims, obstruction of justice, or any other activity indicating a lack of business integrity as defined by the State agency, or the concealment of such a conviction [7 CFR 226.16(1)(2)(vii)]; |
| h. Tsis mus koom nyob rau hauv qhov kev cob qhia [7 CFR 226.16(1)(2)(viii)]; los yog | Failure to participate in training [7 CFR 226.16(1)(2)(viii)]; or |

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| <p>i. Lwm yam teeb meem muaj feem xyuam rau kev tsis ua raws li tsab ntawv cog lus ntawm lub koom haum pab txhawb nqa thiab lub tsev zov me nyuam (P1-1425), raws li teev tseg los ntawm lub koom haum pab txhawb nqa los yog lub Xeev lub chaw ua hauj lwm [7 CFR 226.16(1)(2)(ix)].</p> | <p>Any other circumstance related to non-performance under the sponsoring organization-day care home agreement (P1-1425), as specified by the sponsoring organization or the State agency [7 CFR 226.16(1)(2)(ix)].</p> |
|---|---|

****Qhov kev Zoo Tsis Txaus Loj Heev - Kev xa cov taub ntawv thov them nyiaj rov qab cuav:** Tsuas tshuav tib txoj hau kev daws kho rau lub Tsev Zov Me Nyuam uas yuav lees yuav tau rau qhov kev zoo tsis txaus loj heev no lawm xwb uas yog lub tsev zov me nyuam yuav tsum ua kom pom tau tias lub Koom Haum Pab Txhawb Nqa tau ua cov ntaub ntawv yuam kev lawm xwb, tsuas yog tau tsis meej pem txog ob lub tsev zov me nyuam uas zoo sib xws los yog muaj npe zoo tib yam, thiab/los yog tau txais cov niam txiv cov lus qhia uas tsis muaj tseeb los ntawm cov txheej txheem kev sib tiv tau rau tsev neeg.