

BERGEN CENTER FOR CHILD-00454827 - Corrective Action Report

Section	Form subsection	Site Name	Question #	Due Date	Status
On-Site Assessment Tool	Certification and Benefit Issuance		126	06/28/2019	CAP Accepted
Corrective Action History	CAP Accepted Erlisa Levin 07/08/2019 11:51 AM	CAP Accepted			
	CAP Submitted ELAINE BRONDI 06/26/2019 09:53 AM	<p>The original applications that were missing a signature were sent home with a letter explaining that we needed a signature. The parent returned the signed application to my attention. The application signature was missed due to the fact that the signature was cut off when printed. On all future application I would highlight all parts to be signed.</p> <p>Also the application will be sent back and not accepted as complete without a signature.</p>			
	Flagged Erlisa Levin 06/21/2019 10:12 AM	<p>Incomplete and/or incorrectly determined applications were found during the State Agency review of the selected applications. Errors were recorded on the Eligibility Certification and Benefit Issuance Worksheet (SFA-1.) The SFA must indicate the date of correction for all application errors. Small amount of applications reviewed since enrollment is small, yet the signature line was cut off and the HH failed to sign the forms....</p>			