

Public Partnerships LLC
21 Anson Way, Suite 200
Raleigh, NC 27615

[Employee name]
[Employee street address]
[Provider City, State, Zip]

Criminal Background Check Letter: Adverse Action Notice

You applied to provide services to a participant in one of these North Carolina (NC) programs:

- Community Alternatives Program for Disabled Adults, or
- Community Alternatives Program for Children.

When these NC programs are discussed in this letter, they are referred to as the “Waiver Programs”. When one of these NC programs is discussed, that program is referred to by the words, “Wavier Program.”

As part of employment in one of these Waiver Programs, employees must pass a criminal background check. Your criminal background check was completed through HireRight.

You have received this letter because the result of your criminal background check shows an offense. The offense does not allow you to be a paid provider in either of the Waiver Programs because of:

- Federal and state laws, and/or
- Federal, state or Waiver Program rules and regulations.

Public Partnerships LLC (PPL) previously sent to your mailing address:

- A Pre-Adverse Notice,
- A copy of your criminal background check results, and
- The Fair Credit Reporting Act (FCRA) Summary of Rights.

The Waiver Programs, through PPL, has provided the same information to your employer.

Please call Public Partnerships at 833-202-6168 or by TTY at 800-360-5899 if you have any questions.