December 17, 2015

IAEP Local 167

Attn: Brett Hopper, President Local 167

P.O. Box 49516

Blaine, MN 55449-0516

Dear Brett:

Re: New Background Study Requirements for STS employees

Beginning January 1, 2016, Special Transportation Service providers are subject to the Department of Human Services (DHS) background study requirements (Minn. Stat. §174.30, subd. 10).

Allina Health will be required to initiate background studies on the applicable employees using the Department of Human Services (DHS) online background study system, NETStudy 2.0 which also requires fingerprinting. Allina Health will be initiating this process for New Hires starting January 1, 2016 and current employees during first quarter 2016.

Included with this memo is a list of “Frequently Asked Questions” that provides information about the effective dates of the new background study requirements, who is required to undergo a DHS background study, fees involved, and other important information. Also included is information from the DOT about these and other changes to Minnesota law that affect Special Transportation Services.

The same background study changes will apply to non-emergency medical transportation (NEMT) providers, effective July 1, 2016.

Allina Health is currently working through the details of this implementation. You will find more information on DHS’ Background Studies web page (<http://mn.gov/dhs/general-public/background-studies/index.jsp>), including information about NETStudy 2.0.

Regards,

Samara Calderon

HR Generalist

FAQ: <http://www.dot.state.mn.us/cvo/documents/NEMT&STSFAQ.pdf>