

**MEMORANDUM**

**To:** Victoria L. Gruber, Executive Director, Department of Legislative Services

**From:** Darlene Ham, Executive Director, Office of Licensing and Monitoring, Department of Human Services 

**Date:** July 27, 2018

**RE:** Occupational Licenses or Certificates, Application Determinations, Use of Criminal History MSAR #11756

The Department of Human Services (DHS) is required to submit a report to the Governor and the General Assembly:

- 1) *how many applications for an occupational license or certificate were received during the preceding 5 years;*
- 2) *of the applications received under item (1) of this section, how many applicants had a criminal record that would be applicable under § 1-209 of the Criminal Procedure Article;*
- 3) *of the applications described under item (2) of this section:*
  - (i) *how much time had passed since the criminal conviction; and*
  - (ii) *how many applications were denied on the basis that the applicant had previously been convicted of a crime; and*
- 4) *of the applications denied under item (3)(ii) of this section, under which specific exemption in § 1-209 (d) of the Criminal Procedure Article the license or certificate was denied.*

In accordance with this reporting requirement, DHS is pleased to provide you with the following information.

The department does not issue any occupational licenses or certificates to individuals as described under the current law.

The department issues licenses to private, incorporated entities to operate child care facilities. These facilities operate primarily pursuant to COMAR 14.31.05, 14.31.06, and 07.05.01.

Accordingly, for FY 2019 the Department of Human Services has nothing to report.

Enclosures

cc: Sarah T. Albert, Mandated Reports Specialist, Department of Legislative Services

