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**Washington State Auditor**  
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March 31, 2003

Rachael Langen, Director  
Division of Childcare and Early Learning  
Department of Social and Health Services  
P.O. Box 45010  
Olympia, WA 98504-5010

Dear Ms. Langen:

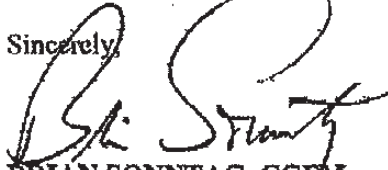
As you know, we are investigating issues relating to home care providers in Mattawa who receive payments from the Department of Social and Health Services (DSHS). While we are not ready to issue our final report, we have found some significant issues that we believe should be brought to your attention immediately:

1. Several providers gave inaccurate Social Security numbers on licensing documentation provided to your agency. Investigators in DSHS' Division of Fraud Investigations have confirmed that the numbers do not belong to these providers. The number of providers found to have submitted inaccurate Social Security numbers is increasing as the remaining provider cases are reviewed.
2. Many providers are not in compliance with several licensing requirements regarding Child Records and Information and Home Records.
  - The Division of Fraud Investigations and the State Auditor's Office have identified several providers who do not have the required attendance records to support payments made to them. We also have seen evidence that attendance records were altered. At least one provider copied one month's record and used it as the record for succeeding months. This is not adequate support for payments.
  - In almost all case files, we found inadequate records to support that the children had been immunized or that monthly fire drills and smoke detector checks had been performed. Other required records, such as the Child Care Home Register, were not in the files at all or were incomplete.

Because of the serious nature of these issues, we are providing early notification to allow you to take appropriate remedial action.

If you have any questions, please contact Anne Holm, Audit Manager, at (360) 753-2692 or Michelle Wieburg, Assistant Audit Manager, at (360) 753-2694.

Sincerely,



**BRIAN SONNTAG, CGFM**  
**STATE AUDITOR**

BS:MSC:ah