

HCA Registration Statuses:

Pending

A Home Care Aide's registration status will show "**PENDING**" when:

- 1) the individual submitted an incomplete application and/or has not paid the application fee;
- 2) the individual has not yet submitted fingerprints for a criminal background review; or
- 3) the criminal background review or criminal record exemption review is still in process.

Registered

A Home Care Aide's registration status will show "**REGISTERED**" when:

- 1) the individual has submitted a complete application, paid the application fee, and has received a criminal record clearance; or
- 2) the Department has received a subsequent notice of a non-violent conviction for the individual and has determined that the individual can remain registered until a decision is made on a criminal record exemption.

Closed

A Home Care Aide's registration status will show "**CLOSED**" when the Department has ceased processing the registration because:

- 1) the individual failed to submit fingerprints for a criminal background review;
- 2) the individual failed to pay the application fee;
- 3) the individual failed to provide required application information within the specified timeframe;
- 4) the individual was found to be awaiting trial for a crime;
- 5) the individual requested termination of the criminal exemption process;
- 6) the individual withdraws his/her registration application; or
- 7) the individual was placed on the Home Care Aide Registry in error.

Denied

A Home Care Aide's registration status will show "**DENIED**" when the Department has denied the registration because:

- 1) the individual has a criminal conviction(s), and the Department has denied his/her request for a criminal record exemption;
- 2) the individual has an arrest, and the Department has determined the individual may pose a risk to the health and safety of a client or potential client;
- 3) the individual previously had a license, certificate of approval, TrustLine or prior home care aide registration denied or revoked;
- 4) the individual has been excluded from a licensed facility;
- 5) the individual procured or attempted to procure his/her registration by fraud or misrepresentation; or
- 6) the individual has engaged in conduct which is inimical to the health, morals, welfare, or safety of the people of California or an individual receiving home care services.

Forfeited

A Home Care Aide's registration status will show "**FORFEITED**" when:

- 1) the individual had a license or certificate of approval revoked, suspended, or denied;

- 2) the individual has been denied employment, residence, or presence in a facility or client's home resulting from an administrative action;
- 3) the individual failed to maintain a current mailing address with Department;
- 4) the individual failed to renew his/her registration;
- 5) the individual surrendered his/her registration; or
- 6) the individual has died.

Revoked

A Home Care Aide's registration status will show "**REVOKED**" when the Department revokes the registration because:

- 1) the individual is not in compliance with applicable laws;
- 2) the individual has a criminal conviction(s), and the Department has denied his/her request for a criminal record exemption (including for failure to respond to or failure to cooperate with the criminal record exemption process);
- 3) the individual has an arrest, and the Department has determined the individual may pose a risk to the health and safety of a client or potential client;
- 4) the individual previously had a license, certificate of approval, TrustLine or prior home care aide registration denied or revoked;
- 5) the individual has been excluded from a licensed facility;
- 6) the individual procured or attempted to procure his/her registration by fraud or misrepresentation; or
- 7) the individual has engaged in conduct which is inimical to the health, morals, welfare, or safety of the people of California or an individual receiving home care services.

Registered-Pending Review

An individual in a "REGISTERED-PENDING REVIEW" status cannot continue to provide home care services for any Home Care Organization until a final determination is made.

A Home Care Aide's registration status will show "**REGISTERED-PENDING REVIEW**" when:

- 1) the individual has subsequent violent criminal history that is under review;
- 2) the individual has a subsequent violent or felony conviction and is going through the criminal record exemption process;
- 3) the individual has an administrative action under review by the Department; or
- 4) the Department has issued an immediate exclusion order prohibiting the individual from employment pending the administrative proceedings.

Registered*

A Home Care Aide's registration status will show "**REGISTERED***" when:

- 1) the individual has submitted a complete application, paid the application fee, and has been granted a criminal record exemption for prior criminal conviction(s); or
- 2) the Department has received a subsequent notice of a non-violent conviction for an individual with an existing criminal record exemption, and the Department has determined the individual can remain registered until a decision is made on another criminal record exemption.