



**DEPARTMENT OF EDUCATION
DIVISION OF VOCATIONAL REHABILITATION
SIGN LANGUAGE INTERPRETER SERVICES
SEMI-ANNUAL EMPLOYEE/CONTRACTOR REPORT FOR GROUP AGENCY**



Provider Name: _____

Vendor (Federal tax ID): _____

Date: _____

1st Semi-annual: July 1st- December 31st

2nd Semi-annual: January 1st- June 30th

List **ALL** interpreters providing direct services, and any staff changes that have occurred since the previous reporting period. Staff changes include any interpreter(s) added to or deleted from the Employee Roster of the VR Background Screening Clearinghouse*. A deleted interpreter will not be completely removed from the Clearinghouse. Assignments cannot be issued to a deleted interpreter or to an interpreter that has not been approved and background screened.

413.208(2) requires Administrators, Chief Financial Officers and Directors be background screened. Has there been changes in personnel for any these positions since the last reporting period? YES NO

If YES, these person(s) must be background screened. Contact VR Vendor Registration for further details.

Interpreter Name	New Since Last Report?	Date Added	Date Deleted
	<input type="checkbox"/> Yes <input type="checkbox"/> No		
	<input type="checkbox"/> Yes <input type="checkbox"/> No		
	<input type="checkbox"/> Yes <input type="checkbox"/> No		
	<input type="checkbox"/> Yes <input type="checkbox"/> No		
	<input type="checkbox"/> Yes <input type="checkbox"/> No		
	<input type="checkbox"/> Yes <input type="checkbox"/> No		
	<input type="checkbox"/> Yes <input type="checkbox"/> No		
	<input type="checkbox"/> Yes <input type="checkbox"/> No		
	<input type="checkbox"/> Yes <input type="checkbox"/> No		
	<input type="checkbox"/> Yes <input type="checkbox"/> No		
	<input type="checkbox"/> Yes <input type="checkbox"/> No		
	<input type="checkbox"/> Yes <input type="checkbox"/> No		
	<input type="checkbox"/> Yes <input type="checkbox"/> No		
	<input type="checkbox"/> Yes <input type="checkbox"/> No		

*Maintaining your employee roster in the Clearinghouse is a requirement of Florida Statute 435.12(2)(c).

Submit Report to vrvendors@vr.fldoe.org or via fax 850-245-3394