



*Vannessa Dorantes
Commissioner*

DEPARTMENT of CHILDREN and FAMILIES

Making a Difference for Children, Families and Communities

Division of Contracts Management

505 HUDSON STREET
HARTFORD, CONNECTICUT 06106



*Ned Lamont
Governor*

To: DCF Credentialed Transportation Providers

From: Melanie Sparks, Director, DCM

Date: July 24, 2019

Subject: **Use of Non-Credentialed Driver or Vehicles**

Please be reminded that the use of non-credentialed drivers or vehicles in the performance of any credentialed transportation service for the Department of Children and Families is **strictly prohibited**.

If the Department becomes aware that any such transportation occurred using a non-credentialed driver or vehicle, the Department will, with no exception, deny reimbursement for the service- the invoices will not be considered for payment.

Additionally, the Department will reserve the right to either temporarily suspend the provider's credentialed status or permanently de-credential the provider.

If you have any questions regarding this policy, please do not hesitate to contact me.