# Vendor Background Check & Pre-Service Affidavit Requirements

*Frequently Asked Questions for Frisco ISD Vendors*

## Overview

Frisco ISD is committed to maintaining a safe environment for students, staff, and visitors. Certain vendor personnel, including employees, agents, or subcontractor representatives of a vendor, may be required to complete fingerprint-based criminal history reviews and pre-service affidavit requirements before providing services to the District, in accordance with Texas Education Code § 22.0834, Texas Education Code Chapter 22A, Senate Bill 571, and HB 4623.

The information below is intended to help vendors understand when these requirements may apply and what steps may be required before work begins.

---

### What is Senate Bill 571 (SB 571)?

Senate Bill 571 updated Texas laws related to misconduct reporting, criminal history review requirements, and pre-service affidavit obligations for educational entities and certain service providers working with school districts.

### Who is considered a service provider?

A service provider may include employees, agents, contractors, subcontractors, staffing providers, tutors, instructional service providers, or subcontractor representatives of a vendor providing services to Frisco ISD.

### Does this apply to all vendors?

No. Applicability depends on the nature of the services being provided, including whether personnel will have continuing duties under a contract with Frisco ISD and direct contact with FISD students. FISD will determine which vendors must comply with the statute and provide notice to those vendors.

### What is direct contact with students?

Direct contact with students generally refers to interaction with students that occurs as part of a covered person's assigned duties or services provided to Frisco ISD.

### What are continuing duties?

Continuing duties generally refer to recurring or ongoing responsibilities performed under a contract with Frisco ISD rather than isolated or one-time activities.

## What is a Qualified School Contractor (QSC)?

A Qualified School Contractor (QSC) is a vendor designated under Texas Government Code § 411.12505 that is authorized to conduct fingerprint-based national criminal history record information ("CHRI") reviews for covered personnel through the Texas Department of Public Safety (DPS) Criminal History Clearinghouse.

Vendors designated as QSCs are responsible for conducting these reviews and maintaining documentation. Other vendors may be required to coordinate fingerprinting through Frisco ISD.

## Do all vendor employees require fingerprinting?

No. Fingerprinting requirements generally apply only to covered personnel who will have continuing duties under a contract with Frisco ISD and direct contact with FISD students.

## What forms may be required?

Depending on the services being provided, vendors and covered personnel may be required to complete:

- Vendor Pre-Service Affidavit — Vendor Certification & Signature Form
- Individual pre-service affidavits required under TEC § 22A.055
- Fingerprinting and criminal history review requirements
- Additional compliance documentation, as applicable

## What is a pre-service affidavit?

A pre-service affidavit is a required disclosure form related to prior misconduct as required by Texas Education Code Chapter 22A. Covered personnel may be required to complete individual pre-service affidavits before providing services to Frisco ISD.

## What happens if a covered person becomes ineligible?

No covered person may provide services on Frisco ISD property if convicted of a felony or misdemeanor that would disqualify employment under applicable law or if listed on the TEA Do Not Hire Registry. Vendor personnel determined to be ineligible may be subject to immediate removal from District work and property.

## Who do I contact with questions?

Contact Frisco ISD's Purchasing Department at procurement@friscoisd.org for more information.

---

## Helpful Resources

- TEA Guidance Regarding SB 571 and HB 4623

- Contact the Frisco ISD Purchasing Department

**ADDITIONAL READING**

- TASB: Misconduct Reporting Part 1 — SB 571 Abuse and Misconduct

- TASB: Misconduct Reporting Part 2 — Pre-Employment and Pre-Service Affidavits

---

***Disclaimer:*** *This page summarizes Frisco ISD vendor requirements based on current Texas law and is provided for informational purposes only. It is not legal advice. Vendors should consult their own counsel regarding ow these laws apply to their business.*