



FLORIDA DEPARTMENT OF
EDUCATION
fldoe.org

Rule 6A-10.084, F.A.C., Disqualification List

Rule and Database Training

May 27, 2022

Purpose of the Disqualification List

- The Disqualification List will include all educational support employees, instructional personnel and administrative personnel who resign, are terminated or resign in lieu of termination for a qualified violation.

Purpose of Rule 6A-10.084, F.A.C.

- The rule will set forth the criteria for placing a qualified individual on the Disqualification List, removal from the list, as well as the responsibilities of the employing entities that report persons for inclusion on the list.
- The Office of Professional Practices Services will oversee the Disqualification List and serve as the administrator for the Disqualification List.
- The rule will go into effect on June 1, 2022.

Roles of Reporting Entities

- It is the responsibility of a reporting entity to:
 1. Ensure that only persons subject to the list as set forth in this rule are submitted to the Department for placement on the Disqualification List;
 2. Designate a person responsible for providing information and responding to Department inquiries related to the Disqualification List; and
 3. Provide written notice to any person submitted for inclusion on the Disqualification List.

Role of the Department

- It is the responsibility of the Department to:
 1. Host the site for the Disqualification List and serve as the administrator for the list;
 2. Notify reporting entities of any additional information needed in order for the Department to include a person on the list; and
 3. Consider requests for removal from the list.

Who will be included on the list?

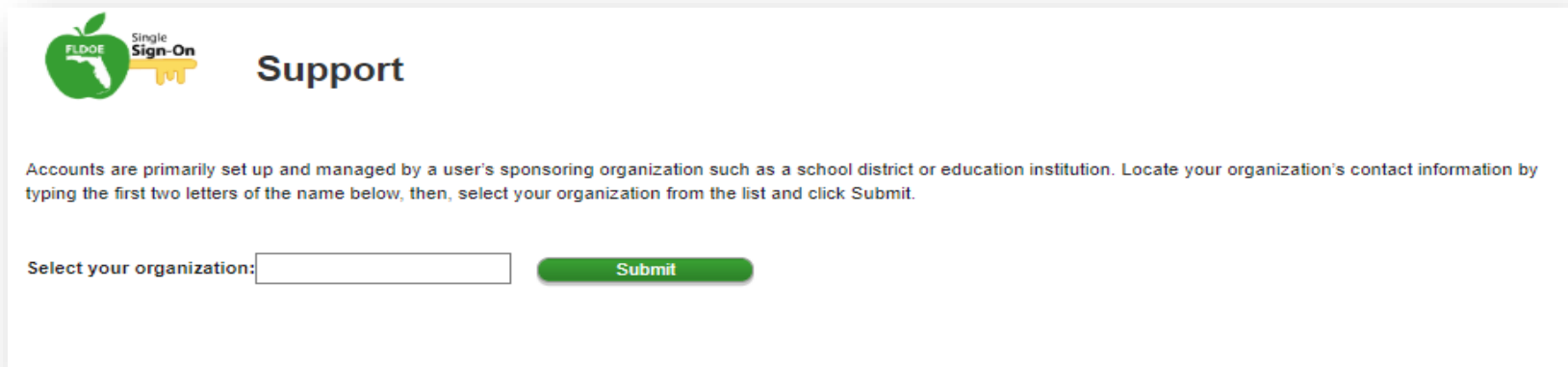
- Employees who have engaged in sexual misconduct with a student;
- Employees who have a qualifying disposition for an offense listed in s. 1012.315, F.S.; or
- An individual whose authority to own or operate a private school in this state has been permanently denied or revoked.

Removal from the Disqualification List

- Requests for removal from the Disqualification List may be submitted to the Department by the individual or the employing entity who reported the employee.
- All requests must be made in writing.
- The Department will consider and review requests for removal.
- Removals will be granted for:
 - A completed law enforcement investigation determines there was a mistaken identity;
 - An employing entity shows the individual is not ineligible from employment under s. 1012.315, F.S., the employing entity intends to employ the individual if removed, and good moral character and rehabilitation of the individual has been shown.

Steps to 'Log In' to the Database through Single Sign-on (SSO)

<https://portal.fldoesso.org/PORTAL/Sign-On/Resources/Support.aspx>



The screenshot shows the 'Support' page for FDOE Single Sign-On. It includes a logo with a green apple and a yellow key, and the text 'Support'. Below the logo is a paragraph of text: 'Accounts are primarily set up and managed by a user's sponsoring organization such as a school district or education institution. Locate your organization's contact information by typing the first two letters of the name below, then, select your organization from the list and click Submit.' Below this text is a form with a text input field labeled 'Select your organization:' and a green 'Submit' button.

User Roles:

SSO Role/Group Name	Description
DQ Charter Users	Charter school users
DQ Comm Office Users	Commissioner's office users
DQ District Users	District users
DQ DOE Admin Users	Florida Department of Education (FDOE) Admin users
DQ EPC Users	Education Practices Commission (EPC) users
DQ Private Users	Private school users

Access to Disqualification List

<http://fldoe.org/disqualificationlist>

Florida Department of Education Access Acknowledgement

This policy applies to all users of Florida Department of Education information technology resources, whether affiliated with the Department or not. Users are responsible for any activity originating from their accounts. Users shall not share their accounts and passwords. Use of an identity or password other than the user's own is prohibited. Users must conduct themselves in a responsible, safe, ethical, and legal manner while using Department information technology resources. Disruptive use of Department resources is not permitted. The Department may monitor the activity and accounts of any users. Users who violate this policy may be subject to disciplinary and/or legal action, including suspension, expulsion, dismissal, revocation of user access, or criminal prosecution by the appropriate law enforcement agency.

Access to these records or copies of these records may not be given by you to any unauthorized person or entity. It is under this justification and these restraints that these records are made available to you. Acceptance and subsequent use of the records will constitute recognition of and adherence to the above limitations regarding use of these records.

I understand and acknowledge my role in protecting application access and information based on the security policies listed above, and failure to comply with aforementioned security policies may result in access removal.



ACCEPT

DECLINE

Single Sign-on Page



The screenshot shows the Single Sign-On page for the Florida Department of Education. At the top left is the Florida Department of Education logo. In the center is a large graphic of a tree where the canopy is composed of various educational icons like a lightbulb, calculator, microscope, and books. To the right of the tree is the 'Single Sign-On' logo, which features a blue apple with 'FDOE' on it and an orange key. Below the logo is the text 'Sign in with one of these accounts'. A list of sign-in options follows, each with a small icon and the name of the account type or district.

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Single Sign-On

Sign in with one of these accounts

-  SSO Hosted Users
-  Florida Department of Education
-  Alachua County School District
- B** Baker County School District
- B** Bradford County School District
- B** Brevard County School District
- B** Broward County School District

Use the tile(s) shown below to navigate to the home page

This site contains two tiles. One is "Staff Terminations" authorized under Section 1012.21(2)(a), F.S. The second is "Disqualification List" authorized under Section 1001.10(4)(b), F.S. Rule 6A-10.084, F.A.C.

Based on your assigned permissions, you may be able to access one or both tiles.

STAFF TERMINATIONS

DISQUALIFICATION LIST

Database Location



Use the tile(s) shown below to navigate to the home page

This site contains two tiles. One is "Staff Terminations" authorized under Section 1012.21(2)(a), F.S. The second is "Disqualification List" authorized under Section 1001.10(4)(b), F.S. Rule 6A-10.084, F.A.C.

Based on your assigned permissions, you may be able to access one or both tiles.

STAFF TERMINATIONS

DISQUALIFICATION LIST



Main Menu

Florida Department of Education (FDOE) - Disqualification List

Main Menu



- Instructions
- Statute and Rule References
- Search Records
- Submit Records
- Contact FDOE



Main Menu (continued)

Florida Department of Education (FDOE) - Disqualification List

Main Menu

Instructions
Statute and Rule References
 Search Records
Submit Records
Contact FDOE



Searching Records

Search Criteria

First Name:

Last Name:

Middle Name:

Social Security Number (SSN) Last 4 Digits:

SEARCH

EXPORT

RETURN TO MAIN MENU

Search Results

Last Name	MiddleName	First Name	DOB	SSN	Created By	Created On	Updated By	Updated On	Reporting Entity	Actions
Reynolds		Tim	3/1/2022	1234	Brent Ely	3/17/2022 11:42 AM	Robert Holloway	4/27/2022 11:54 AM	Charter Schools	▼
Test		District Type	3/1/2022	5687	Jon District	4/6/2022 10:59 AM	Brent Ely	4/27/2022 12:04 PM	Charter Schools	▼
Sample		TestUser1	4/7/2022	2222	Shawna Reid	4/15/2022 2:39 PM	PMO Admin Role	4/27/2022 12:02 PM	Private Schools	▼

Search Results

Search Criteria

First Name:

Last Name:

Middle Name:

Social Security Number (SSN) Last 4 Digits:

SEARCH

EXPORT

RETURN TO MAIN MENU

Search Results

Last Name	MiddleName	First Name	DOB	SSN	Created By	Created On	Updated By	Updated On	Reporting Entity	Actions
Reynolds		Tim	3/1/2022	1234	Brent Ely	3/17/2022 11:42 AM	Robert Holloway	4/27/2022 11:54 AM	Charter Schools	▼



VIEW RECORD - DISTRICT SCHOOLS

Personal information of the individual to be included on the Disqualification List

First Name: *

Test2

Date of Birth (DOB): *

3/1/2022

Middle Name:

R

Social Security Number (SSN) Last 4 Digits: *

8888

Last Name: *

User

Underlying conduct information of the individual to be included on the Disqualification List

Sexual misconduct with a student as defined by this rule, occurring on or after June 1, 2022

No Yes

Misconduct identified in s. 1012.315, F.S., occurring on or after June 1, 2022

No Yes

- Adjudicated guilty by a court (based upon a plea of guilt or verdict of guilt)
 Found guilty of, has pled guilty or pled nolo contendere and adjudication of guilt has been withheld

Felony Offense

No Yes

- Section 394.4593, relating to sexual misconduct with certain mental health patients and reporting of such sexual misconduct.
 Section 415.111, relating to adult abuse, neglect, or exploitation of aged persons or disabled adults.

Misdemeanor Offense

No Yes

- Section 787.025, relating to luring or enticing a child.

Any criminal act committed in another state or under federal law which, if committed in this state, constitutes an offense prohibited under any statute listed

No Yes

Any delinquent act committed in this state or any delinquent or criminal act committed in another state or under federal law which qualifies the individual for inclusion on the Registered Juvenile Sex Offender List

No Yes

Date of Underlying Conduct:

2/28/2022

Final Order Number: *

246810

Final Order Date: *

3/24/2022

Employment information of the individual to be included on the Disqualification List

Position Type:

Administrative Personnel

Last Date of Employment:

3/9/2022

Separation Type:

Termination

Separation Affidavit on File:

No Yes

Employment site information of the individual to be included on the Disqualification List

Entity Name: *

District

School Name:

01 ALACHUA | 431 F. W. BUCHHOLZ HIGH SCHOOL

School Address:

5510 NW 27TH AVE GAINESVILLE, FL 32606-6405

Comments

2 days ago Test Comments
Shawna Reid

CLOSE

Main Menu (continued)

Florida Department of Education (FDOE) - Disqualification List

Main Menu

Instructions
Statute and Rule References
Search Records
Submit Records
Contact FDOE



Submit Records

Education Practices Commission (EPC) Certification of Final Determination of Eligibility for the Disqualification List
Educator Certificate Holder

Personal information of the individual to be included on the Disqualification List

First Name: *

Date of Birth (DOB): *

M/D/YYYY



Middle Name:

Social Security Number (SSN) Last 4 Digits: *

Last Name: *

Individual's status as applicant or certificate holder to be included on the Disqualification List

Individual's Status: *

Educator Certificate Holder



Submit Records (continued)

Verification of information of the individual to be included on the Disqualification List

In order to report a person for the Disqualification List, the following must be true, as reflected by checking the boxes below.

I verify that a final order, dated on or after June 1, 2022, contains a determination that the person's ability to hold an educator certificate has been permanently denied or revoked. *

No Yes

I verify that this determination is based upon a finding, supported by clear and convincing evidence or documentation*, that the person committed either sexual misconduct with a student* or that the person has been convicted* of one of the crimes listed in s. 1012.315, F.S. *

No Yes

I verify that the sexual misconduct or crime occurred on or after June 1, 2022. *

No Yes

I confirm that the person has been provided written notice of the consequences of placement on the Disqualification List, as set forth in the capitalized language found in Rule 6A-10.084(3)(b)3., F.A.C. *

No Yes

*Please see Rule 6A-10.084, F.A.C., for a definition of the term.

Submit Records (continued)

Underlying conduct information of the individual to be included on the Disqualification List

Please select at least one option from below:

Sexual misconduct with a student as defined by this rule, occurring on or after June 1, 2022

No Yes

Misconduct identified in s. 1012.315, F.S., occurring on or after June 1, 2022

No Yes

Date of Underlying Conduct:



Final Order Number: *

Final Order Date: *




Employment information of the individual to be included on the Disqualification List

Position Type:

Instructional Personnel Administrative Personnel Educational Support Personnel Other

Last Date of Employment:



Separation Type:

Submit Records (continued)

Employment site information of the individual to be included on the Disqualification List

Entity Name: *

School Name

School Address:

Comments

Comments



Incorporated in Rule 6A-10.084, F.A.C., Form No. DQ-1b, Effective June 1, 2022

SUBMIT

RETURN TO MAIN MENU

Main Menu (continued)

Florida Department of Education (FDOE) - Disqualification List

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DOE Contact Person:

Disqualification List Administrator
Office of Professional Practices Services
Florida Department of Education
325 West Gaines Street, #224
Tallahassee, Florida 32399
Phone: (850) 245-0438
Fax: (850) 245-0621
Email: DQList@fldoe.org



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Additional Information

Parental Notifications

Section 1012.797, F.S., was retitled to “Notification of certain charges against employees,” and reads, “Notwithstanding the provisions of s. 985.04(7) or any other law to the contrary, a law enforcement agency shall, within 48 hours, notify the appropriate district school superintendent, charter school governing board, private school owner or administrator, president of the Florida School for the Deaf and the Blind, or university lab schools director or principal, as applicable, when its employee is arrested for a felony or a misdemeanor involving the abuse of a minor child or the sale or possession of a controlled substance. The notification shall include the specific charge for which the employee of the school district was arrested. Notwithstanding ss. 1012.31(3)(a)1. and 1012.796(4), **within 24 hours after such notification, the school principal or designee shall notify parents of enrolled students who had direct contact with the employee and include, at a minimum, the name and specific charges against the employee.**”

Parental Notifications (continued)

- Employing entities should have established a policy that ensures that the mandatory parental notifications are made timely and consistently.
- Employing entities should also keep records of the notifications for future reference with the following information, at a minimum: the name of employee, the charge(s), who was notified, the date of notification and the format of distribution.



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