Dear Mr. Di Nizo:

This letter is to inform you that, at its April 2012 meeting, the Accrediting Commission of the Accrediting Council for Continuing Education & Training (ACCET) voted to deny reaccreditation to 4C’s The Center for Child Care Careers, located in Paterson, New Jersey.

The decision was based upon the institution’s failure to submit two-year comparative compiled annual financial statements, in accordance with Document 27 – Guidelines for Financial Statements, for the fiscal years ended September 30, 2009 and 2010 (due to the ACCET office no later than January 31, 2011), and two-year comparative compiled financial statements for the fiscal years ending September 30, 2010 and 2011 (due to the ACCET office no later than January 31, 2012).

The Financial Review Committee (FRC) reviewed the institution’s failure to provide financial statements and late payment penalty during the April 2011 Commission meeting. After the FRC and ACCET office spoke with the institution over the phone, the institution was granted an extension of the submission date from January 31, 2011 to May 31, 2011. The institution noted that it had recently undergone a change of ownership and that the financial statements would be prepared shortly. In a letter dated May 10, 2011 from the FRC the institution was directed to provide three items due to the ACCET office no later than May 31, 2011, to include: 1) comparative compiled financial statements for the fiscal years ended September 30, 2009 and 2010 in accordance with ACCET Document 27 – Guidelines for Filing Financial Reports; 2) a comprehensive explanation for the late submission and any supporting documentation; and 3) a late fee of $500.

At the August 2011 meeting, the Commission voted to issue Institutional Show Cause for the institution’s failure to submit the required financial statements by the May 31, 2011 deadline and due to its financial statements being seven months late. The Commission action letter, dated August 25, 2011, directed the institution to submit an interim report to include the following three items: 1) comparative financial statements for the fiscal years ended September 30, 2009 and 2010; 2) A compelling explanation as to why comparative financial statements for the fiscal years ended September 30, 2009 and 2010 were yet to be submitted late despite repeated follow-up attempts by ACCET staff, and what corrective actions have been put in place to ensure that this pattern of non-compliance is not repeated in the future; and 3) Payment of late fees for the period February 1,
2011 through the date at which its financial statements are forwarded to ACCET, for receipt no later than the due date of the interim report, which was October 28, 2011.

At the December 2011 meeting, the Commission considered the application for reaccreditation of 4Cs: The Center for Child Care Careers in Paterson, New Jersey, the on-site visit team report (visit conducted September 29-30, 2011), and the institution’s response to that report, received November 23, 2011. It further reviewed the institution’s interim report dated October 26, 2011, which included audited financial statements for the fiscal year ending September 30, 2009, and internally generated statements for the period ending September 30, 2010; however, the institution failed again to submit comparative financial statements for the fiscal years ended September 30, 2009 and 2010 prepared in accordance with Generally Accepted Accounting Practices (GAAP) by an independent CPA per ACCET policy Document 27 – Guidelines for Filing Financial Reports.

After review, the Commission voted to continue the Institutional Show Cause directive due to the institution’s continuous failure to submit its annual financial statements for the fiscal years ended 2009 and 2010, to defer consideration of the institution’s application for reaccreditation, to extend the institution’s accredited status pending further review at its April 2012 meeting, and directed the institution to submit an additional interim report to include the following two items: 1) financial statements for fiscal years ending 2009 and 2010, prepared in accordance with GAAP by an independent CPA, as defined by Document 27 – Guidelines for Filing Financial Reports, together with a signed, notarized statement by the CEO or CFO attesting to the accuracy of the information and that they fairly reflect the financial condition of the institution for receipt in the ACCET office by January 31, 2012; and 2) a narrative update on statistical data for analysis of the pass rates for the Child Development Associate (CDA) program, including evidence of continued tracking of certification pass rates and an analysis of the results relative to the quality of training of its graduates as evidence that this policy and procedure has been systematically and effectively implemented.

At its April 2012 meeting, the Commission reviewed the institution’s interim report received February 28, 2012, submitted in response to the Commission Action Letter, dated December 16, 2011. The institution again submitted internally generated statements to the ACCET office but failed to submit its comparative financial statements for the fiscal years ended September 30, 2009 and 2010 and September 30, 2010 and 2011 by January 31, 2012; and therefore, in a letter dated March 1, 2012 the institution was directed to submit late fees of $5,000. In a letter received, March 30, 2012, the institution submitted the late payment fee of $5,000 and an internally generated comparative statement for the fiscal years ended September 30, 2009 and 2010.

However, due to the institution’s continued pattern of failure to comply with Commission directives in application of ACCET’s standards, policies, and procedures relative to financial reporting required by all ACCET accredited institutions with its resultant failure to submit two-year comparative compiled annual financial statements, in accordance with Document 27 – Guidelines for Filing Financial Reports, for the fiscal years ended September 30, 2009 and 2010, and two-year comparative compiled financial statements for the fiscal years ended September 30, 2010 and 2011, the Commission voted to deny the institution’s application for reaccreditation.

Since denial of reaccreditation is an adverse action by the Accrediting Commission, the institution may appeal the decision. The full procedures and guidelines for appealing the decision are outlined in Document 11- Policies and Practices of the Accrediting Commission, which is available on our website at www.accet.org.
If the institution wishes to appeal the decision, the Commission must receive written notification no later than fifteen (15) calendar days from receipt of this letter, in addition to a certified or cashier’s check in the amount of $5,000, payable to ACCET, for an appeals hearing. This notification must be accompanied by an affidavit signed by an authorized representative of the institution indicating that a Notice of Status of Accreditation notifying interested parties of the Commission’s adverse action has been disseminated to new enrollees and posted in conspicuous places at the institution to include, at minimum, the admissions office and student lounge or comparable location.

In the case of an appeal, a written statement, plus six (6) additional copies, regarding the grounds for the appeal must be submitted to the ACCET office within sixty (60) calendar days from receipt of this letter. The institution may provide clarification of and/or new information regarding conditions at the institution relating to the findings of non-compliance up to the time of the Commission’s decision, but not thereafter. A timely request for an appeal will extend the institution’s accredited status until a final decision on the appeal is rendered by the Accrediting Commission; otherwise, the institution’s accreditation will expire fifteen (15) days from receipt of this letter. In the event of a final determination of denial of accreditation, the institution is precluded from making application for accreditation for a minimum of one (1) year from the date of such final action.

It remains our hope that the accreditation evaluation process has served to strengthen your institution’s commitment to and development of administrative and academic policies, procedures, and practices that inspire a high quality of education and training for your students.

Sincerely,

Roger J. Williams
Executive Director

RJW/kmg

c: Ms. Kay Gilcher, Director, Accreditation Division, USDE, (aslrecordsmanager@ed.gov)
Ms. Betty Coughlin, ACD- New York/Boston, USDE, (betty.coughlin@ed.gov)
Ms. Kathleen Alexander, NJ Department of Education (Kathleen.alexander@doe.state.nj.us)
Ms. Sandy Fountain, NJ Dept of Labor & Workforce Development
(sandy.fountain@dol.state.nj.us)