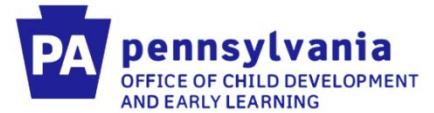


Family Child Care and Friend/Neighbor Unregulated Care – Get Ready! Get Licensed!

Changes Coming by November 2016



In 2014, the federal law that oversees and provides funding for child care assistance (Child Care Development Block Grant- CCDBG) was reauthorized for the first time since 1996. In an effort to support families with access to safe, reliable child care, the law will require 1) family child care providers; and 2) unregulated child care through friends and neighbors who receive child care subsidy; to become licensed by November 2016.*

The new CCDBG law will make child care work better for families and providers:

- Make child care safer and higher quality for many families;
- Make it easier for families to use child care; and
- Increase quality services for infants and toddlers, children with disabilities and families needing non-traditional care.

By November 2016, Licensing of Family Child Care, and Friend/Neighbor Child Care receiving subsidy will include:

- High school diploma or equivalency for caregivers;
- Clearances for adults living in the home;
- Certificate of occupancy from local authority; and
- Annual unannounced inspection.

You have help!

- Contact your Regional Certification office for resources on certificates of occupancy and earning a high school diploma or equivalency for caregivers.
- Contact your Regional Key for assistance to get licensed and join Keystone STARS.
- Visit www.pakeys.org/pages/get.aspx?page=licensing for more information.

Licensed providers can:

- Receive more than two times higher child care reimbursement rates.**
- Serve up to six children.
- Show families you have a safe and healthy space because you meet regulations.
- Participate in Keystone STARS to receive technical assistance, and additional grants and awards.

* Individuals who don't receive child care subsidy can care for up to three children without becoming certified/licensed. Providers serving children in the child's home (called in-home care) can continue to do so without becoming certified/licensed.

**Providers participating in Keystone STARS can earn up to more than two times higher child care reimbursement rates.

Listed below are the specific changes for Family Child Care and Unregulated Friend and Neighbor care receiving subsidy by November 2016. Unregulated Relative child care and in-home providers (providers caring for children in the child's home) will not be affected by this change. Providers will receive advance notice if Pennsylvania regulations are updated to meet the federal requirements before November 2016.

Unreg- ulated	Family Child Care	Now	Later- Family Child Care and Unregulated Friend/Neighbor Child Care Receiving Subsidy
	✓	Obtain a certificate of occupancy from your local municipality.	✓ Obtain a certificate of occupancy from your local municipality.
	✓	Attend orientation.	✓ Complete an online orientation AND then attend a face-to-face orientation.
	✓	Complete a self-registration process. (Submit all the required documents with a signed, complete application.)	✓ The application process will require a pre-licensure inspection . (You will submit all the required documents with a signed, complete application).
✓*	✓	Submit child abuse, Pa State Police and FBI fingerprint clearance for you (Unregulated and Family Child Care) and all household members age 18 or over who reside in your home more than 30 calendar days per year (family child care only).	✓ Submit child abuse, Pa State Police and FBI fingerprint clearance and additional background checks for you and all household members age 18 or over who reside in your home more than 30 days in a calendar year and resided outside of Pennsylvania during the preceding five years.
	✓	Complete first aid training before opening your facility and caring for children.	✓ Complete pediatric first aid and CPR must be completed with pre-service training prior to opening your facility and caring for children.
	✓	Receive a Certificate of Registration that is valid for 2 years .	✓ Receive a Certification of Compliance that is valid for 1 year .
	✓	<i>You MAY be inspected on a random sample basis.</i>	✓ Receive an annual unannounced inspection .
✓	✓	Obtain 12 hours of training within the 2 year registration period.	✓ Obtain 6 hours of training annually, with a proposal to change the regulations to require 9 hours of completed training each year.
	✓	At RENEWAL: High school diploma or equivalency has to be completed by caregivers and submitted at the time of the first renewal.	✓ Pre-service trainings will be required in the related topics: <ol style="list-style-type: none"> 1. Health and safety (prevention and control of infectious diseases); 2. Prevention of sudden infant death syndrome; 3. Administration of medicine; 4. Prevention of and response to emergencies due to food and allergic reactions; 5. Building and physical premises safety; 6. Prevention of shaken baby syndrome and abusive head trauma; 7. Emergency preparedness and response planning for emergencies; 8. Handling and storage of hazardous materials and appropriate disposal of bio contaminants; 9. Appropriate precautions in transporting children; and 10. Pediatric first aid and CPR.

*Only the caregiver needs to receive clearances for unregulated providers.