

# 2005 Child Care Licensing Study Alabama

## Data Profile for State Licensing Programs and Policies

Click on link to go to information on the state's licensing program:

- [State Licensing Agency](#)
- [Number of Licensed Facilities](#)
- [Licensing Staff](#)
- [Number of Licensing Staff](#)
- [Types of Inspections](#)
- [Frequency of Inspections](#)
- [Frequency of Licensing](#)
- [Inspections and Monitoring](#)
- [Complaint Investigations](#)
- [Enforcement Actions](#)
- [Access to Licensing Information](#)
- [Licensing Fees](#)
- [Licensing Staff Requirements](#)
- [Quality Initiatives](#)

## STATE LICENSING AGENCY



LICENSING AGENCY CONTACT INFORMATION		
<b>Agency name:</b> Alabama Department of Human Resources		
<b>Address:</b> Child Care Services Division		
Gordon Persons Building		
50 Ripley Street		
<b>City:</b> Montgomery	<b>State:</b> AL	<b>Zip:</b> 36130-1801
<b>Phone:</b> 334-242-1425	<b>Toll Free:</b> 866-528-1694	
<b>Fax:</b> 334-353-1491	<b>E-mail:</b>	
<b>Web site:</b> <a href="http://www.dhr.state.al.us/page.asp?pageid=648">http://www.dhr.state.al.us/page.asp?pageid=648</a>		

## NUMBER OF LICENSED FACILITIES



NUMBER OF LICENSED FACILITIES	
Child care centers	1,372
Family child care homes	1,272
Large/group family child care homes	450
<i>Other types of licensed facilities:</i>	0
<b>Total number of licensed facilities</b>	<b>3,094</b>
<b>Data notes:</b>	

**Key:**

✓ = Yes

↑ = Click to go back to top

FCC = Family child care

NARA = National Association for Regulatory Administration

NCCIC = National Child Care Information and Technical Assistance Center

N/A = Not Applicable/Not Addressed

By NARA and NCCIC, 2006

# 2005 Child Care Licensing Study Alabama

LICENSED CAPACITY	
Child care centers	76,029
Family child care homes	7,632
Large/group family child care homes	5,400
<i>Other types of licensed facilities:</i>	0
<b>Total licensed capacity</b>	<b>89,061</b>
<b>Data notes:</b>	

## LICENSING STAFF



LICENSING LINE STAFF ASSIGNMENT	
<b>Line staff assignments to inspect child care facilities:</b>	
Assigned to inspect only child care centers	✓
Assigned to inspect only family child care homes	✓
Assigned to inspect both centers and family child care homes	
Assigned to inspect child care facilities and other human service programs for children	
Assigned to inspect child care facilities and other human service programs for children and/or adults	
Assignments vary by county or area of the state	✓
Assigned specifically to conduct complaint investigations	
<i>Other type of assignment:</i>	
<b>Data notes:</b>	

## NUMBER OF LICENSING STAFF



NUMBER OF LINE STAFF	
<b>Total number of full-time equivalent line staff</b>	<b>23</b>
<b>Data notes:</b> Data are not available on number of staff, supervisors, caseload, etc., for family and group day care homes. These settings are licensed by each county department and are not under supervision of the Alabama Department of Human Resources.	

LINE STAFF ESTIMATED CASELOAD	
<b>Estimated caseload ratio (number of facilities per staff)</b>	<b>60:1</b>
<b>Data notes:</b> The caseload was calculated by NARA/NCCIC by dividing the total number of licensed programs by the total number of licensing line staff. The ratio is based on the total number of child care centers, since Alabama did not report the number of line staff assigned to family child care homes.	

**Key:**

✓ = Yes

⬆ = Click to go back to top

FCC = Family child care

NARA = National Association for Regulatory Administration

NCCIC = National Child Care Information and Technical Assistance Center

N/A = Not Applicable/Not Addressed

By NARA and NCCIC, 2006

# 2005 Child Care Licensing Study Alabama

NUMBER OF SUPERVISORS	
Total number of full-time equivalent licensing supervisors	4
<p><b>Data notes:</b> Data are not available on number of staff, supervisors, caseload, etc., for family and group day care homes. These settings are licensed by each county department and are not under the supervision of the Alabama Department of Human Resources.</p>	

## TYPES OF INSPECTIONS



Type of Inspection Conducted	Child Care Centers	Family Child Care Homes	Large/Group Family Child Care Homes
<b>Prior to issuing a license</b>	✓	✓	✓
• Announced	✓	✓	✓
• Unannounced			
<b>Data notes:</b>			
<b>License renewal</b>	✓	✓	✓
• Announced			
• Unannounced	✓	✓	✓
<b>Data notes:</b>			
<b>Routine compliance</b>	✓	✓	✓
• Announced			
• Unannounced	✓	✓	✓
<b>Data notes:</b>			

## FREQUENCY OF INSPECTIONS



FREQUENCY OF REQUIRED INSPECTION VISITS	
Type of Facility	Frequency of Inspection Visits
Child care centers	Once every two years
Family child care homes	Once every two years
Large/group family child care homes	Once every two years
<i>Other frequency of inspection:</i>	
<b>Data notes:</b>	

<b>Key:</b>	
✓ = Yes	NARA = National Association for Regulatory Administration
↑ = Click to go back to top	NCCIC = National Child Care Information and Technical Assistance Center
FCC = Family child care	N/A = Not Applicable/Not Addressed

By NARA and NCCIC, 2006

# 2005 Child Care Licensing Study Alabama

## FREQUENCY OF LICENSING



LENGTH OF LICENSE	
Type of Facility	Length of License
Child care centers	Two years
Family child care homes	Two years
Large/group family child care homes	Two years
<i>Other length of license:</i>	
<b>Data notes:</b>	

## INSPECTIONS AND MONITORING



FULL COMPLIANCE REVIEW	
Type of Facility	Frequency of Full Compliance Review
Child care centers	Once every two years
Family child care homes	Once every two years
Large/group family child care homes	Once every two years
<b>Data notes:</b>	

ABBREVIATED COMPLIANCE FORM	
<i>(Note: An abbreviated compliance form is a tool used during inspections that has an abbreviated list of the requirements on it, not all requirements. Sometimes called an "indicator checklist.")</i>	
Abbreviated compliance form used for inspections	
Child care centers	Yes
<i>Use of form described:</i> Annual inspection, interim year between license renewals.	
Family child care homes	No
<i>Use of form described:</i>	
Large/group family child care homes	No
<i>Use of form described:</i>	
<b>Data notes:</b>	
State has policies on when to switch from abbreviated compliance review to a full compliance review	
Child care centers	No
Family child care homes	No
Large/group family child care homes	No
<b>Data notes:</b>	

<b>Key:</b>	
✓ = Yes	NARA = National Association for Regulatory Administration
↑ = Click to go back to top	NCCIC = National Child Care Information and Technical Assistance Center
FCC = Family child care	N/A = Not Applicable/Not Addressed

By NARA and NCCIC, 2006

# 2005 Child Care Licensing Study Alabama

<b>DIFFERENTIAL MONITORING</b>	
<i>(Note: Differential monitoring is the frequency and/or depth of monitoring inspections that is based on an assessment of the level of compliance with regulations. May also be called "risk assessment monitoring.")</i>	
<b>System of differential monitoring based on compliance records used for inspections</b>	
Child care centers	No
<i>System of assessing compliance and differential monitoring:</i>	
Family child care homes	No
<i>System of assessing compliance and differential monitoring:</i>	
Large/group family child care homes	No
<i>System of assessing compliance and differential monitoring:</i>	
<b>Data notes:</b>	

<b>TECHNICAL ASSISTANCE AND CONSULTATION</b>			
<b>Technical assistance/consultation provided to help licensees achieve compliance with licensing regulations</b>			
Child care centers	Yes		
Family child care homes	Yes		
Large/group family child care homes	Yes		
<b>Technical assistance/consultation provided to help licensees move beyond minimum licensing regulations</b>			
Child care centers	No		
Family child care homes	No		
Large/group family child care homes	No		
<b>Data notes:</b>			
Means of providing technical assistance/consultation	Child Care Centers	Family Child Care Homes	Large/Group Family Child Care Homes
During all inspection visits	✓	✓	✓
• During application visits			
• During routine inspection visits			
• During renewal inspection visits			
On the telephone	✓	✓	✓
As needed by licensee	✓	✓	✓
<i>Other:</i>			
<b>Data notes:</b>			

<b>Key:</b>	
✓ = Yes	NARA = National Association for Regulatory Administration
⬆ = Click to go back to top	NCCIC = National Child Care Information and Technical Assistance Center
FCC = Family child care	N/A = Not Applicable/Not Addressed

By NARA and NCCIC, 2006

# 2005 Child Care Licensing Study Alabama

<b>Referrals made to other agencies/organizations/individuals for technical assistance</b>	
Child care centers	✓
Family child care homes	✓
Large/group family child care homes	✓
<i>Agencies, organizations, or individuals used for technical assistance referrals:</i> Referrals are made to the fire marshal, health department, early intervention services, training agencies, and others, as needed.	

<b>DATA AUTOMATION</b>	
Basic licensing data is automated	No
<b>Data notes:</b>	
<b>Portable computers and inspection software used for inspections</b>	
Child care centers	No
Family child care homes	No
Large/group family child care homes	No
<b>Data notes:</b>	
<i>Other tools used for inspections and monitoring:</i>	No

## COMPLAINT INVESTIGATIONS



<b>INVESTIGATIONS</b>	
<b>Licensing agency conducts complaint investigations</b>	
Child care centers	Yes
Family child care homes	Yes
Large/group family child care homes	Yes
<b>Data notes:</b>	
<b>State uses same staff who conduct inspections for initial licensure and routine compliance to conduct complaint investigations</b>	
Child care centers	Yes
Family child care homes	Yes
Large/group family child care homes	Yes
<b>State has separate staff who only work on complaint investigations</b>	
Child care centers	No
Family child care homes	No
Large/group family child care homes	No

**Key:**

✓ = Yes

⬆ = Click to go back to top

FCC = Family child care

NARA = National Association for Regulatory Administration

NCCIC = National Child Care Information and Technical Assistance Center

N/A = Not Applicable/Not Addressed

By NARA and NCCIC, 2006

# 2005 Child Care Licensing Study Alabama

<b>State uses other complaint investigation staff</b>	
Child care centers	No
Family child care homes	No
Large/group family child care homes	No
<i>Other complaint investigation staff described:</i>	
<b>Data notes:</b>	
<b>State investigates anonymous complaints</b>	
Child care centers	Yes
Family child care homes	Yes
Large/group family child care homes	Yes
<b>Data notes:</b>	

<b>NUMBER OF COMPLAINTS</b>				
Number of Licensing Complaints	Child Care Centers	Family Child Care Homes	Large/Group Family Child Care Homes	Total
Number of licensing complaints filed				
Number of substantiated licensing complaints				
<b>Data notes:</b> Data on complaints are not available. There is no automated system.				
<i>Nature of licensing complaints:</i> Data are not available. In general, complaints are received on child-staff ratios, inadequate supervision, food programs, and inappropriate discipline.				

<b>CHILD ABUSE AND NEGLECT</b>				
<b>Agencies that investigate child abuse and neglect complaints against child care centers and family child care homes</b>				
Licensing agency				
Protective services			✓	
Specialized unit for child abuse and neglect				
Other agency:				
<b>Data notes:</b>				
Number of child abuse and neglect complaints	Child Care Centers	Family Child Care Homes	Large/Group Family Child Care Homes	Total
Number of child abuse and neglect complaints filed				
Number of substantiated child abuse and neglect complaints				
<b>Data notes:</b> Data not available.				

<b>Key:</b>	
✓ = Yes	NARA = National Association for Regulatory Administration
⬆ = Click to go back to top	NCCIC = National Child Care Information and Technical Assistance Center
FCC = Family child care	N/A = Not Applicable/Not Addressed

# 2005 Child Care Licensing Study Alabama

## ENFORCEMENT ACTIONS



USE OF ENFORCEMENT ACTIONS						
Enforcement Actions	Child Care Centers		Family Child Care Homes		Large/Group Family Child Care Homes	
	Used	Num.	Used	Num.	Used	Num.
Revocation of license	✓	0	✓	0	✓	0
Denial of license	✓	0	✓	0	✓	0
Immediate closure of facility	✓	0	✓	0	✓	0
Non-renewal of license	✓	0	✓	0	✓	0
Probation	✓	0	✓	0	✓	0
Conditional license						
Consent agreement						
Civil fine						
Criminal fine						
Imprisonment						
<i>Other enforcement actions:</i> Suspension of part of a program, such as transportation	✓	0	✓	0	✓	0
<b>Data notes:</b> Data are not available.						
<i>Legal representation for licensing agency:</i> We have access to Assistant Attorney General (AAG) through the Department of Law. If needed, the licensing program is represented at administrative hearings by the AAG.						

## ACCESS TO LICENSING INFORMATION



LICENSING INFORMATION ON THE INTERNET	
Licensing inspection reports are available on the Internet for parent and public access	No
<b>Data notes:</b>	
Complaints against facilities are included in licensing reports on the Internet	N/A
<b>Data notes:</b>	

**Key:**

✓ = Yes

⬆ = Click to go back to top

FCC = Family child care

NARA = National Association for Regulatory Administration

NCCIC = National Child Care Information and Technical Assistance Center

N/A = Not Applicable/Not Addressed

By NARA and NCCIC, 2006



# 2005 Child Care Licensing Study Alabama

## LICENSING FEES



LICENSING FEES CHARGED			
Fees are charged for a license			
Child care centers	No		
Family child care homes	No		
Large/group family child care homes	No		
Data notes:			
Type of Licensing Fee	Child Care Centers	Family Child Care Homes	Large/Group Family Child Care Homes
Flat fee for all child care facilities			
Fee based on maximum number of children in facility			
<i>Other type of fee:</i>			
Data notes:			
Amount of Licensing Fee	Child Care Centers	Family Child Care Homes	Large/Group Family Child Care Homes
Flat fee			
Fee based on maximum number of children in facility			
<i>Other type of fee:</i>			
Data notes:			

## LICENSING STAFF REQUIREMENTS



LICENSING STAFF POSITION	
Name of licensing line staff position	Child Development Consultant

STAFF QUALIFICATIONS	
Minimum entry-level qualifications for child care licensing line staff	
Master's degree	
Bachelor's degree	✓
Associate's degree	
College-level certification program or credential	
Some college education	
Certification program or credential (not college-level)	
High school diploma or GED	

<p><b>Key:</b>                  ✓ = Yes                  ↑ = Click to go back to top                  FCC = Family child care</p>	<p>NARA = National Association for Regulatory Administration                  NCCIC = National Child Care Information and Technical Assistance Center                  N/A = Not Applicable/Not Addressed</p>
---	---

By NARA and NCCIC, 2006

# 2005 Child Care Licensing Study Alabama

Experience working with children in the early care and education field	
No required educational qualifications	
<i>Other qualifications:</i>	
<b>Data notes:</b>	
<b>Content and experience requirements</b>	
Degrees and/or courses must be in early childhood education, child development, or a related field	Yes
<b>Data notes:</b> For licensing staff only, three years of experience in child care licensing may be accepted.	
<i>Content areas or majors accepted:</i> Child development, early childhood education, and other degrees may be accepted with three years experience in child care licensing.	
Experience working in a setting with children required prior to working as a licenser	No
<b>Data notes:</b> This is not required, but is preferred; it may increase rank on employment register.	

<b>STAFF TRAINING</b>	
<b>Annual training requirements</b>	
Additional training required each year	No
<b>Data notes:</b>	
<i>Amount of required training:</i>	
<b>Topics covered in training</b>	
Regulatory issues	
State's regulations	
Health and safety issues	
Identifying child abuse and neglect	
State's licensing policies and procedures	
Fire safety	
Early childhood education/child development	
Adult development	
Business administration/management	
Supervision	
<i>Other training topics:</i>	
<b>Data notes:</b>	
<b>Sources of training for child care licensing line staff</b>	
Licensing agency	✓
Community-based organization	
Local/state conferences	✓
National conferences	✓
Outside consultants	
College/university	
No sources of training	

<b>Key:</b>	
✓ = Yes	NARA = National Association for Regulatory Administration
⬆ = Click to go back to top	NCCIC = National Child Care Information and Technical Assistance Center
FCC = Family child care	N/A = Not Applicable/Not Addressed

By NARA and NCCIC, 2006

# 2005 Child Care Licensing Study Alabama

Do not know	
<i>Other training sources:</i>	
<b>Data notes:</b>	

FUNDING TO SUPPORT LICENSING STAFF	
Sources of funding to hire and support child care licensing staff	
General state funds	✓
Child Care and Development Fund (CCDF)	✓
Temporary Assistance for Needy Families (TANF)	✓
Social Services Block Grant (SSBG)	
<i>Other federal funds:</i>	
Private funds	
Licensing fees	
Do not know	
<i>Other funding sources:</i>	
<b>Data notes:</b>	

## QUALITY INITIATIVES



LICENSING AGENCY'S INVOLVEMENT IN QUALITY IMPROVEMENT INITIATIVES	
Tiered quality strategy	
Lead agency	
Initiative in same agency as licensing	✓
Licensing participates in planning	
Licensing not involved	
State does not have initiative	
<b>Data notes:</b>	
Accreditation facilitation project	
Lead agency	
Initiative in same agency as licensing	
Licensing participates in planning	
Licensing not involved	✓
State does not have initiative	
<b>Data notes:</b> quality contracts	

<b>Key:</b>	
✓ = Yes	NARA = National Association for Regulatory Administration
⬆ = Click to go back to top	NCCIC = National Child Care Information and Technical Assistance Center
FCC = Family child care	N/A = Not Applicable/Not Addressed
By NARA and NCCIC, 2006	

# 2005 Child Care Licensing Study Alabama

<b>Professional development system</b>	
Lead agency	
Initiative in same agency as licensing	
Licensing participates in planning	✓
Licensing not involved	
State does not have initiative	
<b>Data notes:</b>	
<b>Assessing quality with environment rating scale</b>	
Lead agency	
Initiative in same agency as licensing	
Licensing participates in planning	
Licensing not involved	
State does not have initiative	✓
<b>Data notes:</b> The state has considered various rating systems to assess quality, but is not using a quality rating system at this time.	
<b>Other quality initiative</b>	
Lead agency	
Initiative in same agency as licensing	
Licensing participates in planning	
Licensing not involved	
State does not have initiative	
<b>Data notes:</b>	

**Key:**

✓ = Yes

⬆ = Click to go back to top

FCC = Family child care

NARA = National Association for Regulatory Administration

NCCIC = National Child Care Information and Technical Assistance Center

N/A = Not Applicable/Not Addressed

By NARA and NCCIC, 2006

# 2005 Child Care Licensing Study Alabama

## Data Profile for State Child Care Center Staff Qualifications

Click on link to go to information:

### STAFF QUALIFICATIONS FOR CENTER ROLES

- [Directors](#)
- [Master Teachers](#)
- [Teachers](#)
- [Assistant Teachers](#)
- [Aides](#)

## STAFF QUALIFICATIONS FOR DIRECTORS



### EDUCATION AND EXPERIENCE REQUIREMENTS FOR DIRECTORS

<b>State regulates role</b>	Yes
<b>State requires education and/or experience for role</b>	Yes
<b>Number of qualification alternatives for role</b> <i>(Note: Qualification alternatives are different ways to qualify for roles, usually by completing some type of education or training and/or having work experience.)</i>	4

**Qualification alternative #1:** One hundred and twenty (120) clock hours of training in child care. Training in child care shall include at least twenty (20) clock hours in each of these areas:

- child development;
- health, safety and universal precautions;
- quality child care and licensing;
- the child care professional and the family;
- language development; and
- positive discipline and guidance.

In addition, all directors must complete at least twenty (20) clock hours of training in administration and management and at least four (4) clock hours of training in quality child care.

#### Time frame for requirements:

Preservice	✓
Orientation to role/initial hiring period	

#### Key:

✓ = Yes

↑ = Click to go back to top

N/A = Not Applicable/Not Addressed

NARA = National Association for Regulatory Administration

NCCIC = National Child Care Information and Technical Assistance Center

NRC = National Resource Center for Health and Safety in Child Care and Early Education

Publication of NARA and NCCIC, 2006

# 2005 Child Care Licensing Study Alabama

<i>During a certain period of time:</i> N/A	
<b>Experience requirements:</b>	
Amount of experience required	12 months

<b>Qualification alternative #2:</b> Child development associate credential (CDA) or a certified child care professional certificate (CCP) from the National Child Care Association (NCCA). In addition, all directors must complete at least twenty (20) clock hours of training in administration and management and at least four (4) clock hours of training in quality child care.	
<b>Time frame for requirements:</b>	
Preservice	✓
Orientation to role/initial hiring period	
<i>During a certain period of time:</i>	
<b>Experience requirements:</b>	
Amount of experience required	12 months

<b>Qualification alternative #3:</b> Associate's degree in child development or early childhood education from a post-secondary school (technical, vocational, junior college). In addition, all directors must complete at least twenty (20) clock hours of training in administration and management and at least four (4) clock hours of training in quality child care.	
<b>Time frame for requirements:</b>	
Preservice	✓
Orientation to role/initial hiring period	
<i>During a certain period of time:</i>	
<b>Experience requirements:</b>	
Amount of experience required	9 months

<b>Qualification alternative #4:</b> Bachelor's degree in child development or early childhood education. In addition, all directors must complete at least twenty (20) clock hours of training in administration and management and at least four (4) clock hours of training in quality child care.	
<b>Time frame for requirements:</b>	
Preservice	✓
Orientation to role/initial hiring period	
<i>During a certain period of time:</i>	
<b>Experience requirements:</b>	
Amount of experience required	6 months

<b>Key:</b>	
✓ = Yes	NARA = National Association for Regulatory Administration
⬆ = Click to go back to top	NCCIC = National Child Care Information and Technical Assistance Center
N/A = Not Applicable/Not Addressed	NRC = National Resource Center for Health and Safety in Child Care and Early Education

# 2005 Child Care Licensing Study Alabama

Types of training, credentials, and degrees included in qualification alternatives:			
Clock hours	✓	Bachelor's degree	
Credit hours		Bachelor's degree or higher	
Child Development Associate (CDA) credential	✓	<i>Bachelor's degree in a related field:</i> N/A	
State credential		Bachelor's degree in early care and education	✓
• Infant and toddler credential		Bachelor's degree in early care and education or higher	
• Director credential		Master's degree	
• <i>Other state credentials:</i> N/A		<i>Master's degree in a related field:</i> N/A	
Associate's degree		Master's degree in early care and education	
<i>Associate's degree in a related field:</i> N/A	✓	PhD or advanced degree	
Associate's degree in early care and education		Teaching certificate/license	

State has additional requirements for experience to qualify for role	Yes
Experience must be from working with children	
Experience must be with a specific age group of children	
Experience must be in a specific setting	✓
Experience must be in an accredited center or family child care home	
Experience must be supervised	
Experience must be verified by employer/supervisor	
Experience must be from continuous employment	
Experience as a parent can count to qualify for role	

Qualifications are linked to the state's early care and education professional development system	No
<i>Links to system:</i> N/A	
Center staff are required to participate in the state professional development system (i.e., enroll in a practitioner registry)	No

<b>Key:</b>	
✓ = Yes	NARA = National Association for Regulatory Administration
⬆ = Click to go back to top	NCCIC = National Child Care Information and Technical Assistance Center
N/A = Not Applicable/Not Addressed	NRC = National Resource Center for Health and Safety in Child Care and Early Education

# 2005 Child Care Licensing Study Alabama

## STAFF QUALIFICATIONS FOR MASTER TEACHERS



EDUCATION AND EXPERIENCE REQUIREMENTS FOR MASTER TEACHERS			
<b>State regulates role</b>			<b>No</b>
<b>State requires education and/or experience for role</b>			<b>No</b>
<b>Number of qualification alternatives for role</b> <i>(Note: Qualification alternatives are different ways to qualify for roles, usually by completing some type of education or training and/or having work experience.)</i>			<b>0</b>
<b>Types of training, credentials, and degrees included in qualification alternatives:</b>			
Clock hours		Bachelor's degree	
Credit hours		Bachelor's degree or higher	
Child Development Associate (CDA) credential		<i>Bachelor's degree in a related field:</i> N/A	
State credential		Bachelor's degree in early care and education	
• Infant and toddler credential		Bachelor's degree in early care and education or higher	
• Director credential		Master's degree	
• <i>Other state credentials:</i> N/A		<i>Master's degree in a related field:</i> N/A	
Associate's degree		Master's degree in early care and education	
<i>Associate's degree in a related field:</i> N/A		PhD or advanced degree	
Associate's degree in early care and education		Teaching certificate/license	

<b>State has additional requirements for experience to qualify for role</b>	<b>No</b>
Experience must be from working with children	
Experience must be with a specific age group of children	
Experience must be in a specific setting	
Experience must be in an accredited center or family child care home	
Experience must be supervised	
Experience must be verified by employer/supervisor	
Experience must be from continuous employment	
Experience as a parent can count to qualify for role	

<b>Key:</b>	
✓ = Yes	NARA = National Association for Regulatory Administration
⬆ = Click to go back to top	NCCIC = National Child Care Information and Technical Assistance Center
N/A = Not Applicable/Not Addressed	NRC = National Resource Center for Health and Safety in Child Care and Early Education



# 2005 Child Care Licensing Study Alabama

<b>Qualifications are linked to the state's early care and education professional development system</b>	<b>No</b>
<i>Links to system: N/A</i>	
Center staff are required to participate in the state professional development system (i.e., enroll in a practitioner registry)	No

<b>Key:</b>	
✓ = Yes	NARA = National Association for Regulatory Administration
⬆ = Click to go back to top	NCCIC = National Child Care Information and Technical Assistance Center
N/A = Not Applicable/Not Addressed	NRC = National Resource Center for Health and Safety in Child Care and Early Education

# 2005 Child Care Licensing Study Alabama

## STAFF QUALIFICATIONS FOR TEACHERS



EDUCATION AND EXPERIENCE REQUIREMENTS FOR TEACHERS	
State regulates role	Yes
State requires education and/or experience for role	Yes
Number of qualification alternatives for role <i>(Note: Qualification alternatives are different ways to qualify for roles, usually by completing some type of education or training and/or having work experience.)</i>	1

<b>Qualification alternative #1:</b> At least twelve (12) clock hours of training in child care and development through participation in workshops, meetings, videotapes, or one-to-one consultation. Training in child care shall include at least one (1) hour in each of these areas: (1) child development; (2) health, safety and universal precautions; (3) quality child care and licensing; (4) the child care professional and the family; (5) language development; (6) positive discipline and guidance.	
<b>Time frame for requirements:</b>	
Preservice	
Orientation to role/initial hiring period	
<i>During a certain period of time:</i> Within thirty (30) days after employment	✓
<b>Experience requirements:</b>	
Amount of experience required	N/A

Types of training, credentials, and degrees included in qualification alternatives:			
Clock hours	✓	Bachelor's degree	
Credit hours		Bachelor's degree or higher	
Child Development Associate (CDA) credential		<i>Bachelor's degree in a related field:</i> N/A	
State credential		Bachelor's degree in early care and education	
• Infant and toddler credential		Bachelor's degree in early care and education or higher	
• Director credential		Master's degree	
• <i>Other state credentials:</i> N/A		<i>Master's degree in a related field:</i> N/A	
Associate's degree		Master's degree in early care and education	
<i>Associate's degree in a related field:</i> N/A		PhD or advanced degree	

<b>Key:</b>	
✓ = Yes	NARA = National Association for Regulatory Administration
⬆ = Click to go back to top	NCCIC = National Child Care Information and Technical Assistance Center
N/A = Not Applicable/Not Addressed	NRC = National Resource Center for Health and Safety in Child Care and Early Education

# 2005 Child Care Licensing Study Alabama

Associate's degree in early care and education		Teaching certificate/license	
--	--	------------------------------	--

State has additional requirements for experience to qualify for role	No
Experience must be from working with children	
Experience must be with a specific age group of children	
Experience must be in a specific setting	
Experience must be in an accredited center or family child care home	
Experience must be supervised	
Experience must be verified by employer/supervisor	
Experience must be from continuous employment	
Experience as a parent can count to qualify for role	

Qualifications are linked to the state's early care and education professional development system	No
<i>Links to system: N/A</i>	
Center staff are required to participate in the state professional development system (i.e., enroll in a practitioner registry)	No

<b>Key:</b>	
✓ = Yes	NARA = National Association for Regulatory Administration
⬆ = Click to go back to top	NCCIC = National Child Care Information and Technical Assistance Center
N/A = Not Applicable/Not Addressed	NRC = National Resource Center for Health and Safety in Child Care and Early Education

# 2005 Child Care Licensing Study Alabama

## STAFF QUALIFICATIONS FOR ASSISTANT TEACHERS



EDUCATION AND EXPERIENCE QUALIFICATIONS FOR ASSISTANT TEACHERS	
State regulates role	Yes
State requires education and/or experience for role	Yes
<b>Number of qualification alternatives for role</b> <i>(Note: Qualification alternatives are different ways to qualify for roles, usually by completing some type of education or training and/or having work experience.)</i>	<b>1</b>

<b>Qualification alternative #1: At least an 8<sup>th</sup> grade education</b>	
<b>Time frame for requirements:</b>	
Preservice	✓
Orientation to role/initial hiring period	
<i>During a certain period of time:</i>	
<b>Experience requirements:</b>	
Amount of experience required	N/A

<b>Types of training, credentials, and degrees included in qualification alternatives:</b>			
Clock hours		Bachelor's degree	
Credit hours		Bachelor's degree or higher	
Child Development Associate (CDA) credential		<i>Bachelor's degree in a related field:</i> N/A	
State credential		Bachelor's degree in early care and education	
• Infant and toddler credential		Bachelor's degree in early care and education or higher	
• Director credential		Master's degree	
• <i>Other state credentials:</i> N/A		<i>Master's degree in a related field:</i> N/A	
Associate's degree		Master's degree in early care and education	
<i>Associate's degree in a related field:</i> N/A		PhD or advanced degree	
Associate's degree in early care and education		Teaching certificate/license	

<b>Key:</b>	
✓ = Yes	NARA = National Association for Regulatory Administration
⬆ = Click to go back to top	NCCIC = National Child Care Information and Technical Assistance Center
N/A = Not Applicable/Not Addressed	NRC = National Resource Center for Health and Safety in Child Care and Early Education

# 2005 Child Care Licensing Study Alabama

State has additional requirements for experience to qualify for role	No
Experience must be from working with children	
Experience must be with a specific age group of children	
Experience must be in a specific setting	
Experience must be in an accredited center or family child care home	
Experience must be supervised	
Experience must be verified by employer/supervisor	
Experience must be from continuous employment	
Experience as a parent can count to qualify for role	

Qualifications are linked to the state's early care and education professional development system	No
<i>Links to system: N/A</i>	
Center staff are required to participate in the state professional development system (i.e., enroll in a practitioner registry)	No

**Key:**

✓ = Yes

⬆ = Click to go back to top

N/A = Not Applicable/Not Addressed

NARA = National Association for Regulatory Administration

NCCIC = National Child Care Information and Technical Assistance Center

NRC = National Resource Center for Health and Safety in Child Care and Early Education

Publication of NARA and NCCIC, 2006

# 2005 Child Care Licensing Study Alabama

## STAFF QUALIFICATIONS FOR AIDES



EDUCATION AND EXPERIENCE QUALIFICATIONS FOR AIDES	
State regulates role	Yes
State requires education and/or experience for role	Yes
Number of qualification alternatives for role <i>(Note: Qualification alternatives are different ways to qualify for roles, usually by completing some type of education or training and/or having work experience.)</i>	1

<b>Qualification alternative #1:</b> At least an 8th grade education	
<b>Time frame for requirements:</b>	
Preservice	✓
Orientation to role/initial hiring period	
<i>During a certain period of time:</i>	
<b>Experience requirements:</b>	
Amount of experience required	N/A

<b>Types of training, credentials, and degrees included in qualification alternatives:</b>			
Clock hours		Bachelor's degree	
Credit hours		Bachelor's degree or higher	
Child Development Associate (CDA) credential		<i>Bachelor's degree in a related field:</i> N/A	
State credential		Bachelor's degree in early care and education	
• Infant and toddler credential		Bachelor's degree in early care and education or higher	
• Director credential		Master's degree	
• <i>Other state credentials:</i> N/A		<i>Master's degree in a related field:</i> N/A	
Associate's degree		Master's degree in early care and education	
<i>Associate's degree in a related field:</i> N/A		PhD or advanced degree	
Associate's degree in early care and education		Teaching certificate/license	

<b>Key:</b>	
✓ = Yes	NARA = National Association for Regulatory Administration
⬆ = Click to go back to top	NCCIC = National Child Care Information and Technical Assistance Center
N/A = Not Applicable/Not Addressed	NRC = National Resource Center for Health and Safety in Child Care and Early Education

# 2005 Child Care Licensing Study Alabama

State has additional requirements for experience to qualify for role	Yes
Experience must be from working with children	
Experience must be with a specific age group of children	
Experience must be in a specific setting	
Experience must be in an accredited center or family child care home	
Experience must be supervised	✓
Experience must be verified by employer/supervisor	
Experience must be from continuous employment	
Experience as a parent can count to qualify for role	

Qualifications are linked to the state's early care and education professional development system	No
<i>Links to system: N/A</i>	
Center staff are required to participate in the state professional development system (i.e., enroll in a practitioner registry)	No

<p><b>Key:</b>          ✓ = Yes          ↑ = Click to go back to top          N/A = Not Applicable/Not Addressed</p>	<p>NARA = National Association for Regulatory Administration          NCCIC = National Child Care Information and Technical Assistance Center          NRC = National Resource Center for Health and Safety in Child Care and Early Education</p>
--	---

# 2005 Child Care Licensing Study Alabama

## Data Profile for State Child Care Center Regulations

Click on link to go to information:

### LICENSING REGULATIONS

- [Child Care Center Regulations Summary](#)

### DEFINITION OF LICENSED CHILD CARE/DAY CARE CENTERS

- [Definition of Licensed Centers](#)
- [Exemptions from Licensing](#)

### CENTER STAFF REQUIREMENTS

- [Staff Roles](#)
- [Age and High School Diploma Requirements](#)
- [Other Roles in Regulations](#)
- [Hiring Policies](#)
- [Staff Health Requirements](#)
- [Background Checks](#)
- [Orientation Training](#)
- [Health and Safety Training](#)
- [Ongoing Training](#)

### CHILD-STAFF RATIOS AND GROUP SIZE

- [Child-Staff Ratios and Group Size By Age of Children](#)
- [Mixed-Age Groups](#)
- [Additional Requirements](#)

**Key:**

✓ = Yes

⬆ = Click to go back to top

N/A = Not Applicable/Not Addressed

NARA = National Association for Regulatory Administration

NCCIC = National Child Care Information and Technical Assistance Center

NRC = National Resource Center for Health and Safety in Child Care and Early Education

Publication of NARA and NCCIC, 2006



# 2005 Child Care Licensing Study Alabama

## SUPERVISION OF CHILDREN

- [General Supervision Requirements](#)
- [Supervision of Children During Naptime](#)
- [Supervision During Evening/Overnight Care](#)
- [Supervision of Children During Outdoor Play](#)
- [Supervision of Children During Large Group Activities](#)
- [Supervision of Children Swimming/Participating in Water Activities](#)
- [Supervision of Children Transported in Vehicles](#)
- [Supervision of Children During Field Trips](#)

## CARE OF CHILDREN

- [Age Definitions](#)
- [Children's Health Requirements](#)
- [Nutrition](#)
- [Behavior Guidance and Discipline](#)
- [Program and Activities](#)
- [Parent Involvement](#)
- [Specialized Care – Infant and Toddler](#)
- [Specialized Care – School-Age](#)
- [Specialized Care – Mildly III Children](#)
- [Specialized Care – Evening/Overnight Care](#)
- [Specialized Care – Drop-In Care](#)

## FACILITY REQUIREMENTS

- [Environment](#)
- [Square Footage](#)
- [Condition of Facility and Equipment](#)
- [Safety of Facility And Equipment](#)
- [Outdoor Space](#)
- [Fire Safety](#)
- [General Emergency Plans](#)
- [Emergency Preparedness](#)
- [Security](#)
- [Transportation](#)
- [Liability Insurance](#)
- [Administration of Medication](#)
- [Medical Procedures](#)
- [Care of Mildly III Children](#)
- [Incident Reporting](#)
- [Additional Health Requirements](#)
- [Hand Washing](#)
- [Diapering](#)
- [Smoking Policies](#)
- [Hazardous Materials](#)
- [Firearms](#)
- [Animals in Facility](#)

**Key:**

✓ = Yes

⬆ = Click to go back to top

N/A = Not Applicable/Not Addressed

NARA = National Association for Regulatory Administration

NCCIC = National Child Care Information and Technical Assistance Center

NRC = National Resource Center for Health and Safety in Child Care and Early Education

Publication of NARA and NCCIC, 2006

# 2005 Child Care Licensing Study Alabama

## LICENSING REGULATIONS



CHILD CARE CENTER REGULATIONS SUMMARY	
<b>Name of regulations:</b> State of Alabama Minimum Standards for Day Care Centers and Nighttime Centers Regulations and Procedures	
<b>Date of regulations:</b> 01/22/2001	
<b>State has separate regulations for the following types of care:</b>	
School-age care programs	
Infant and toddler care programs	
Programs for mildly ill children	
Evening/overnight care programs	
Drop-in child care programs	
<i>Other programs:</i> N/A	



## DEFINITION OF LICENSED CHILD CARE/DAY CARE CENTERS



DEFINITION OF LICENSED CENTERS	
<b>State has definition of "child care center" or "day care center"</b>	<b>Yes</b>
<i>Text of definition:</i> Day Care Center: Any child-care facility receiving more than 12 children for daytime care during all or part of a day. The term "day care center" includes, but is not limited to, facilities commonly called "child-care centers", "day nurseries", "nursery schools", "kindergartens", and "play groups", with or without stated educational purposes. The term further includes, but is not limited to, kindergarten or nursery schools or other daytime programs operated as a part of a private school and receiving children younger than lawful school age for daytime care for more than 4 hours a day, with or without stated educational purposes.	
<b>State has definition of "child care facility" or "day care facility"</b>	<b>Yes</b>
<i>Text of definition:</i> Facility for Child Care or Child Care Facility: A facility established by any person, group of persons, agency, association or organization, whether established for gain or otherwise, who or which receives or arranges for care or placement of one or more children, unrelated to the operator of the facility, apart from the parents, with or without the transfer of the right of custody, in any facility as defined in this chapter, established and maintained for the care of the children.	

**Key:**

✓ = Yes

⬆ = Click to go back to top

N/A = Not Applicable/Not Addressed

NARA = National Association for Regulatory Administration

NCCIC = National Child Care Information and Technical Assistance Center

NRC = National Resource Center for Health and Safety in Child Care and Early Education

Publication of NARA and NCCIC, 2006

# 2005 Child Care Licensing Study Alabama

<b>Elements included in state's definition of a licensed child care center:</b>	
Minimum number of children	✓
Minimum age of children	
Maximum age of children	
Services are provided for less than 24 hours or any part of a 24-hour day	✓
Minimum number of hours services are provided	✓
Maximum number of hours services are provided	
Services are provided on an ongoing/regular basis	
Services are provided on a scheduled basis	
Services are provided before or after school hours	
Services are provided at the parent's work site	
Parent is not present at work site	
Provider and children are not related by blood, marriage, and/or adoption	✓
Children are not from provider's immediate family; provider is not parent/guardian or custodian of children	
Children are not from one family (siblings)	
Services are provided in a non-residential setting	
Services are not provided in provider's/licensee's home	
Services are not provided in child's home	
Services can be provided in a private facility	
Services can be provided in a public facility	
Services can be provided for profit	
Services can be provided not for profit	
Services can be provided for payment or compensation	✓
<b>Data notes:</b> N/A	

<b>EXEMPTIONS FROM LICENSING</b>	
State has defined types of programs that are exempt from licensing	<b>Yes</b>
<b>Characteristics of programs that are exempt from licensing:</b>	
Maximum number of children in care to be exempt	N/A
Number of hours child care services are provided to be exempt	4 or fewer hours per day
Services are part-day	✓
Services are provided irregularly/occasionally	
Program is a nursery school or preschool program	
Program is a kindergarten program	
Program is a Head Start program	

<b>Key:</b>	
✓ = Yes	NARA = National Association for Regulatory Administration
⬆ = Click to go back to top	NCCIC = National Child Care Information and Technical Assistance Center
N/A = Not Applicable/Not Addressed	NRC = National Resource Center for Health and Safety in Child Care and Early Education

# 2005 Child Care Licensing Study Alabama

Services are provided by a relative of the children in care	
<i>State definition of "relative":</i> N/A	
Services are provided by parent, guardian, or custodian of the children in care	
Services are provided at no cost to the parents	
Services are provided with no compensation to the provider	
Program is a club (Boys and Girls Club, etc.)	
Program is a day camp (summer, seasonal, etc.)	
Services are for school-age children	
Program is a recreation program	
Program is instructional classes for children	✓
Services are provided by a religious organization	✓
Services are provided during religious services	
Program offers religious instruction	
Services are provided in a facility where the parent is on the premises and accessible (not for employment)	✓
• Casino	
• Resort	
• Conference Center	
• Shopping mall	✓
• Bowling alley	
• Health club	
<i>Other programs where parents are on the premises:</i> Facilities operated for more than 4 hours a day in connection with a shopping center or service or other similar facility, where transient children are cared for temporarily while parents or custodians of the children are occupied on the premises or are in the immediate vicinity and readily available.	
Services are "drop-in" care	
Services are provided by a preschool program approved by the state department of education	
Program is a preschool program operated by a public school or system	✓
Program is a preschool program operated by a private school or system	✓
Services provided by a public prekindergarten program	
Services provided on a military installation/base	
Facility is operated by a unit of local, state, or federal government	✓
Facility is operated by a college/university	
<i>Other exemptions:</i>	
<ul style="list-style-type: none"> <li>• Kindergartens or nursery schools or other daytime programs operated by public institutions of higher learning.</li> <li>• Any type of day care center that is conducted on federal government premises.</li> </ul>	
<b>Data notes:</b> N/A	

<b>Key:</b>	
✓ = Yes	NARA = National Association for Regulatory Administration
⬆ = Click to go back to top	NCCIC = National Child Care Information and Technical Assistance Center
N/A = Not Applicable/Not Addressed	NRC = National Resource Center for Health and Safety in Child Care and Early Education

# 2005 Child Care Licensing Study Alabama

## CENTER STAFF REQUIREMENTS

STAFF ROLES <span style="float: right;"><a href="#">↑</a></span>		
Role	Role Included in Regulations	State's Role Name
Director	Yes	Director
Master teacher	No	N/A
Teacher	Yes	Child care worker/teacher
Assistant teacher	Yes	Assistant teacher
Aide	Yes	Aide

AGE AND HIGH SCHOOL DIPLOMA REQUIREMENTS <span style="float: right;"><a href="#">↑</a></span>			
Role	Minimum Age Requirement	Other Age Requirements	High School Diploma or GED Required
Director	19	N/A	HS diploma or GED required
Master teacher	N/A	N/A	N/A
Teacher	19	N/A	HS diploma or GED required
Assistant teacher	16	N/A	Not required
Aide	16	N/A	Not required
<i>Additional requirements: N/A</i>			

OTHER ROLES IN REGULATIONS <span style="float: right;"><a href="#">↑</a></span>			
Role	Included in Regulations	Minimum Age Requirement	Other Requirements
Substitute	✓	N/A	A substitute staff person shall meet all qualifications of staff for whom he/she is substituting.
Volunteer		N/A	N/A
<i>Other roles: Driver</i>	✓	19	The driver of a center vehicle transporting children shall be at least 19 years of age and have a valid driver's license.

<b>Key:</b> ✓ = Yes ↑ = Click to go back to top N/A = Not Applicable/Not Addressed	NARA = National Association for Regulatory Administration NCCIC = National Child Care Information and Technical Assistance Center NRC = National Resource Center for Health and Safety in Child Care and Early Education
---	--

# 2005 Child Care Licensing Study Alabama

HIRING POLICIES <span style="float: right;"><a href="#">↑</a></span>		
State requirements on reference checks	Staff	Director
References are required when hiring center staff	✓	✓
References must be from certain people	✓	
<ul style="list-style-type: none"> <li>• Non-relative</li> </ul>	✓	
<ul style="list-style-type: none"> <li>• Professional acquaintance</li> </ul>		
<ul style="list-style-type: none"> <li>• Previous employer</li> </ul>	✓	
Type of references required (written, verbal, or both)	Written	Not specified
<i>Additional requirements: N/A</i>		

STAFF HEALTH REQUIREMENTS <span style="float: right;"><a href="#">↑</a></span>	
Center facility records must include health reports on staff	✓
<b>Center staff required to have a physical exam or to provide health statement from a physician</b>	<b>Yes</b>
<ul style="list-style-type: none"> <li>• Required at hiring</li> </ul>	✓
<ul style="list-style-type: none"> <li>• Required annually or at another time interval</li> </ul>	✓
<ul style="list-style-type: none"> <li>• Required for staff having contact with children</li> </ul>	
<ul style="list-style-type: none"> <li>• Required for staff having contact with food</li> </ul>	
<b>Center staff required to have tuberculosis screening</b>	<b>Yes</b>
<ul style="list-style-type: none"> <li>• Required at hiring</li> </ul>	✓
<ul style="list-style-type: none"> <li>• Required annually or at another time interval</li> </ul>	
<ul style="list-style-type: none"> <li>• Required for staff having contact with children</li> </ul>	
<ul style="list-style-type: none"> <li>• Required for staff having contact with food</li> </ul>	
<b>Center staff required to provide proof of immunizations</b>	<b>No</b>
<ul style="list-style-type: none"> <li>• Required at hiring</li> </ul>	
<ul style="list-style-type: none"> <li>• Required annually or at another time interval</li> </ul>	
<ul style="list-style-type: none"> <li>• Required for staff having contact with children</li> </ul>	
<ul style="list-style-type: none"> <li>• Required for staff having contact with food</li> </ul>	
<b>Center staff must meet additional requirements regarding their health</b>	<b>Yes</b>
Center staff required to provide proof of suitability to provide care to children	✓
Center staff required to have a drug, alcohol, and/or substance screening	
<i>Additional requirements: A staff person who, upon observation or examination or as a result of tests, shows indication of a physical, emotional, or mental condition which could be detrimental to the children or staff, or which would prevent satisfactory performance of duties, shall not continue work at the center until the staff person provides a written statement from a licensed practicing medical doctor indicating that the staff person is able to return to work.</i>	

<b>Key:</b> ✓ = Yes ↑ = Click to go back to top  N/A = Not Applicable/Not Addressed	NARA = National Association for Regulatory Administration NCCIC = National Child Care Information and Technical Assistance Center NRC = National Resource Center for Health and Safety in Child Care and Early Education
---	--

# 2005 Child Care Licensing Study Alabama

<b>BACKGROUND CHECKS</b>	
<b>State requires check of criminal history records for center staff</b>	<b>Yes</b>
• State criminal history record check required	✓
• Federal criminal history record check required	✓
• Required for all center staff	✓
• Required for center staff having contact with children	
• Required for center staff under certain conditions (i.e., lived in state a certain amount of time)	
• Required for volunteers	
• Required for staff not working with children (i.e., cook, janitor, bus driver, etc.)	
<b>State requires check of child abuse and neglect registry for center staff</b>	<b>Yes</b>
• Required for all center staff	✓
• Required for center staff having contact with children	
• Required for center staff under certain conditions (i.e., lived in state a certain amount of time)	
• Required for volunteers	
• Required for staff not working with children (i.e., cook, janitor, bus driver, etc.)	
<b>State requires checks of fingerprint records for center staff</b>	<b>Yes</b>
• State fingerprint record check required	✓
• Federal fingerprint record check required	
• Required for all center staff	✓
• Required for center staff having contact with children	
• Required for center staff under certain conditions (i.e., lived in state a certain amount of time)	
• Required for volunteers	
• Required for staff not working with children (i.e., cook, janitor, bus driver, etc.)	
<b>State requires checks of the sex offender registry</b>	<b>No</b>
State requires center staff to sign a statement about criminal status	
<p><i>Additional requirements:</i> Criminal history background information checks shall be performed by the Alabama Department of Public Safety. National criminal history background checks shall be requested by the Department of Public Safety from the Federal Bureau of Investigation. Criminal history background reports shall be sent to the Department of Human Resources.</p>	

<b>Key:</b>	
✓ = Yes	NARA = National Association for Regulatory Administration
⬆ = Click to go back to top	NCCIC = National Child Care Information and Technical Assistance Center
N/A = Not Applicable/Not Addressed	NRC = National Resource Center for Health and Safety in Child Care and Early Education

# 2005 Child Care Licensing Study Alabama

ORIENTATION TRAINING <span style="float: right;"><a href="#">↑</a></span>	
<b>Center staff required to complete orientation training</b>	<b>No</b>
Required orientation training is about the facility's policies and procedures	
Required orientation training is about state's licensing regulations	
License applicant required to complete orientation training during the application process	
Licensee required to complete orientation training	
Only center director required to complete orientation training	
Center staff working directly with children required to complete orientation training	
Orientation training can count toward ongoing hour requirements for the first year of employment	
Center must develop and/or provide orientation training to new employees and volunteers	
Orientation training is developed and delivered by the licensing agency	
<i>Required content for orientation training: N/A</i>	
<i>Additional requirements: N/A</i>	

HEALTH AND SAFETY TRAINING <span style="float: right;"><a href="#">↑</a></span>	
<b>Center staff required to complete first aid training</b>	<b>Yes</b>
Current certification in first aid training required	✓
First aid training must be for the care of infants and/or children	
Center staff working directly with children required to complete first aid training	
At least one person on duty required to complete first aid training	✓
At least one person for each group of children required to complete first aid training	
<b>Center staff required to complete CPR training</b>	<b>Yes</b>
Current certification in CPR training required	✓
CPR training must be for the care of infants and/or children	✓
Center staff working directly with children required to complete CPR training	
At least one person on duty required to complete CPR training	✓
At least one person for each group of children required to complete CPR training	
<b>Center staff required to complete fire safety training</b>	<b>No</b>
Fire safety training must be taught by a fire prevention professional	
Current certification in fire safety training required	
All center staff required to complete fire safety training	

<b>Key:</b>	
✓ = Yes	NARA = National Association for Regulatory Administration
<a href="#">↑</a> = Click to go back to top	NCCIC = National Child Care Information and Technical Assistance Center
N/A = Not Applicable/Not Addressed	NRC = National Resource Center for Health and Safety in Child Care and Early Education



# 2005 Child Care Licensing Study Alabama

<b>Other types of health and safety training required</b>	
Hand washing techniques and indications for hand washing	
Sudden Infant Death Syndrome prevention	
Lifeguard training	✓
Water safety	
Prevention of spread of HIV/AIDS and blood borne pathogens	
Care of sick children	
Prevention of spread of communicable disease/universal precautions	✓
Administration of medication	
<i>Additional health and safety training: N/A</i>	

<b>ONGOING TRAINING</b>	
<a href="#">↑</a>	
<b>Ongoing training required for directors</b>	<b>Yes</b>
Number of hours required annually	24
Number of hours required bi-annually	
Number of hours averaged over two years	
Number of credit hours	
<i>Other: N/A</i>	
<b>Ongoing training required for master teachers</b>	<b>No</b>
Number of hours required annually	
Number of hours required bi-annually	
Number of hours averaged over two years	
Number of credit hours	
<i>Other: N/A</i>	
<b>Ongoing training required for teachers</b>	<b>Yes</b>
Number of hours required annually	12
Number of hours required bi-annually	
Number of hours averaged over two years	
Number of credit hours	
<i>Other: N/A</i>	
<b>Ongoing training required for assistant teachers</b>	<b>Yes</b>
Number of hours required annually	12
Number of hours required bi-annually	
Number of hours averaged over two years	
Number of credit hours	
<i>Other: N/A</i>	
<b>Ongoing training required for aides</b>	<b>Yes</b>
Number of hours required annually	12
Number of hours required bi-annually	

<b>Key:</b>	
✓ = Yes	NARA = National Association for Regulatory Administration
↑ = Click to go back to top	NCCIC = National Child Care Information and Technical Assistance Center
N/A = Not Applicable/Not Addressed	NRC = National Resource Center for Health and Safety in Child Care and Early Education

# 2005 Child Care Licensing Study Alabama

Number of hours averaged over two years	
Number of credit hours	
<i>Other: N/A</i>	
<b>Ongoing training hours required in specific content areas for center directors</b>	<b>Yes</b>
<i>Content of ongoing training hours:</i> (1) child development (2) health, safety and universal precautions (3) quality child care and licensing (4) the child care professional and the family (5) language development (6) positive discipline and guidance	
<b>Ongoing training hours required in specific content areas for teaching staff</b>	<b>Yes</b>
<i>Content of ongoing training hours:</i> (1) child development (2) health, safety and universal precautions (3) quality child care and licensing (4) the child care professional and the family (5) language development (6) positive discipline and guidance	
<b>Types of training accepted/approved for ongoing training hours are specified</b>	<b>No</b>
Job orientation	
College credit hours	
Non-credit coursework	
Training provided by organizations approved by state training approval system	
Training provided by organizations licensed or certified professionally competent in the training topic	
<i>Other: N/A</i>	
<b>Delivery methods accepted/approved for ongoing training hours are specified</b>	<b>No</b>
Adult education courses	
Training provided by an approved or accredited secondary institution/vocational school	
Training provided by an approved or accredited institution of higher education	
Audio-visual materials/videos/reading materials	
Conference workshops	
Community-based workshops	
Distance learning methods (Internet, video conferences, etc.)	
In-service training delivered by center director	
<i>Other: N/A</i>	

<b>Key:</b>	
✓ = Yes	NARA = National Association for Regulatory Administration
⬆ = Click to go back to top	NCCIC = National Child Care Information and Technical Assistance Center
N/A = Not Applicable/Not Addressed	NRC = National Resource Center for Health and Safety in Child Care and Early Education

# 2005 Child Care Licensing Study Alabama

## CHILD-STAFF RATIOS AND GROUP SIZE

[↑](#)

CHILD-STAFF RATIOS AND GROUP SIZE BY AGE OF CHILDREN <a href="#">↑</a>		
Age of Children	Child-Staff Ratio	Group Size
6 weeks	4:1	Not regulated
9 months	4:1	Not regulated
18 months	6:1	Not regulated
27 months	7:1	Not regulated
3 years	10:1	Not regulated
4 years	16:1	Not regulated
5 years	16:1	Not regulated
6 years	20:1	Not regulated
7 years	20:1	Not regulated
8–9 years	20:1	Not regulated
10 years and older	20:1	Not regulated
<i>Additional requirements: N/A</i>		

[↑](#)

MIXED-AGE GROUPS <a href="#">↑</a>	
State permits mixed-age groupings of children	Yes
<i>Child-staff ratio requirements for mixed-age groups: When children of different ages are grouped together (multiple age grouping), staff-child ratio shall be according to the age of the youngest child in the group if more than 20% of the children are in the youngest age category. If children in the youngest age category make up 20% or less of the group, staff-child ratio shall be according to the next highest age category.</i>	
<i>Group size requirements for mixed-age groups: N/A</i>	
<i>Additional requirements: N/A</i>	

[↑](#)

ADDITIONAL REQUIREMENTS <a href="#">↑</a>	
State has a definition for "group"	No
<i>Text of definition: N/A</i>	
State requires that each group of children has a designated space—either a separate room or delineated space in a large room	
State requirements on legally exceeding limits	
Centers allowed legally to exceed licensed capacity	
<i>Conditions: N/A</i>	
Centers allowed legally to exceed required child-staff ratios	
<i>Conditions: N/A</i>	

<b>Key:</b>	
✓ = Yes	NARA = National Association for Regulatory Administration
↑ = Click to go back to top	NCCIC = National Child Care Information and Technical Assistance Center
N/A = Not Applicable/Not Addressed	NRC = National Resource Center for Health and Safety in Child Care and Early Education

# 2005 Child Care Licensing Study Alabama

Centers allowed legally to exceed required group size	
<i>Conditions: N/A</i>	
<b>State has requirements for the supervision of children based on the size of the center</b>	<b>No</b>
State has requirements for child-staff ratios based on the size of the center	
State has requirements for group size based on the size of the center	
<i>Additional requirements: N/A</i>	

## SUPERVISION OF CHILDREN



GENERAL SUPERVISION REQUIREMENTS	
<b>State has requirements for staff supervising children</b>	<b>Yes</b>
Staff must be free of other duties	✓
Staff must be alert/awake	
Staff must be able to see children at all times	
Staff must be able to hear children at all times	
State has requirements related to supervision of children during emergencies	
State has requirements related to supervision and the use of substitutes for staff	✓
Centers are allowed to use video surveillance cameras or electronic monitors in lieu of direct supervision	
State has requirements related to the use of video surveillance cameras for parents to view their children while at the center	
<i>Additional requirements: All children shall have staff supervision at all times. No staff person shall be on duty with the children for more than 8 continuous hours, on a regular basis.</i>	

SUPERVISION OF CHILDREN DURING NAPTIME	
<b>State has requirements for the supervision of children during naptime</b>	<b>Yes</b>
Staff person must be present in room where children are napping	✓
Staff must be able to see children	✓
Staff must be able to hear children	
State has requirements for the supervision of children during naptime that are delineated by the age of the child	
• Infant and toddler	
• Preschool	
• School-age	
Staff person supervising during naptime must be free of other duties	

**Key:**

✓ = Yes

⬆ = Click to go back to top

N/A = Not Applicable/Not Addressed

NARA = National Association for Regulatory Administration

NCCIC = National Child Care Information and Technical Assistance Center

NRC = National Resource Center for Health and Safety in Child Care and Early Education

Publication of NARA and NCCIC, 2006

# 2005 Child Care Licensing Study Alabama

Center must have written supervision plan for naptime	
<b>State has specific child-staff ratio requirements for naptime</b>	<b>Yes</b>
<i>Requirements:</i> 0 up to 12 months: 4:1 12 up to 18 months: 5:1 18 months up to 2 ½ years: 12:1 2 ½ years and older: 32:1	
<b>State has specific group size requirements for naptime</b>	<b>No</b>
<i>Requirements:</i> N/A	
<i>Additional requirements:</i> N/A	

SUPERVISION OF CHILDREN DURING EVENING/OVERNIGHT CARE (see also <a href="#">Specialized Care – Evening/Overnight Care</a> )	
<b>State has requirements for the supervision of children during evening/overnight care</b>	<b>Yes</b>
Staff person must be present in room where children are sleeping	✓
Staff must be able to see sleeping children	✓
Staff must be able to hear sleeping children	
Staff person supervising sleeping children must be free of other duties	
Staff must be awake	Awake at all times
Center must have written supervision plan for evening/overnight care	
<b>State has specific child-staff ratio requirements for evening/overnight care</b>	<b>Yes</b>
<i>Requirements:</i> 0 up to 18 months: 4:1 18 months up to 2½ years: 12:1 2½ years up to 4 years: 15:1 4 years and older: 20:1 Required staff-child ratios and grouping for day care centers shall be maintained while the children are awake.	
<b>State has specific group size requirements for evening/overnight care</b>	<b>No</b>
<i>Requirements:</i> N/A	
<i>Additional requirements:</i> N/A	

SUPERVISION OF CHILDREN DURING OUTDOOR PLAY	
<b>State has requirements for the supervision of children during outdoor play</b>	<b>No</b>
Staff person must be present outdoors with children	
Staff must be able to see children playing outdoors	
Staff must be able to hear children playing outdoors	
Center must have written supervision plan for outdoor play	

<b>Key:</b> ✓ = Yes ⬆ = Click to go back to top N/A = Not Applicable/Not Addressed	NARA = National Association for Regulatory Administration NCCIC = National Child Care Information and Technical Assistance Center NRC = National Resource Center for Health and Safety in Child Care and Early Education
---	--

# 2005 Child Care Licensing Study Alabama

<b>State has specific child-staff ratio requirements for outdoor play</b>	<b>No</b>
<i>Requirements: N/A</i>	
<b>State has specific group size requirements for outdoor play</b>	<b>No</b>
<i>Requirements: N/A</i>	
<i>Additional requirements: N/A</i>	

<b>SUPERVISION OF CHILDREN DURING LARGE GROUP ACTIVITIES</b>	
<b>State has requirements for the supervision of children during large group activities</b>	<b>No</b>
Staff person must be present with children during large group activities	
Staff must be able to see children during large group activities	
Staff must be able to hear children during large group activities	
Center must have written supervision plan for large group activities	
<b>State has specific child-staff ratio requirements for large group activities</b>	<b>No</b>
<i>Requirements: N/A</i>	
<b>State has specific group size requirements for large group activities</b>	<b>No</b>
<i>Requirements: N/A</i>	
<i>Additional requirements: N/A</i>	

<b>SUPERVISION OF CHILDREN SWIMMING/PARTICIPATING IN WATER ACTIVITIES</b>	
<b>State has requirements for the supervision of children when swimming or participating in water activities</b>	<b>Yes</b>
Staff person must be present with children when swimming or participating in water activities	
Staff must be able to see children	
Staff must be able to hear children	
Written permission from parents required for swimming and water activities	✓
Center must have written supervision plan for swimming and water activities	
<b>State has specific child-staff ratio requirements for swimming and water activities</b>	<b>Yes</b>
<i>Requirements: The staff-child ratio for children in the pool shall be:</i>	
(a) 1 staff for each child younger than 2½ years of age	
(b) 1 staff for every 4 children ages 2½ years up to 4 years	
(c) 1 staff for every 6 children ages 4 years up to 6 years	
(d) 1 staff for every 10 children ages 6 years and older	

<b>Key:</b>	
✓ = Yes	NARA = National Association for Regulatory Administration
⬆ = Click to go back to top	NCCIC = National Child Care Information and Technical Assistance Center
N/A = Not Applicable/Not Addressed	NRC = National Resource Center for Health and Safety in Child Care and Early Education

# 2005 Child Care Licensing Study Alabama

<b>State has specific group size requirements for swimming and water activities</b>	<b>No</b>
<i>Requirements: N/A</i>	
<i>Additional requirements: N/A</i>	

<b>SUPERVISION OF CHILDREN TRANSPORTED IN VEHICLES</b> (see also <a href="#">Facility Requirements – Transportation</a> ) <span style="float: right;">↑</span>	
<b>State has requirements for the supervision of children when transported in a vehicle</b>	<b>Yes</b>
Children must not be left unattended in a vehicle	✓
Staff must supervise children when they board and exit a vehicle	✓
Attendance record of children must be kept	✓
Once vehicle is unloaded, additional checks for children remaining on board are conducted	✓
Staff or driver must ensure that children are received by a parent or other designated person	✓
Driver is counted in child-staff ratio	✓
Written permission from parents required for transporting children	✓
Emergency contact information for children taken on vehicle	
Center must have written supervision plan for transporting children in a vehicle	
<b>State has specific child-staff ratio requirements for transporting children in a vehicle</b>	<b>Yes</b>
<i>Requirements: The staff-to-child ratios need not be followed during transportation of school-age children to and from the center. One staff member or adult is necessary in addition to the driver when 16 or more preschool or younger children are being transported in the vehicle.</i>	
<b>State has specific group size requirements for transporting children in a vehicle</b>	<b>No</b>
<i>Requirements: N/A</i>	
<i>Additional requirements: N/A</i>	

<b>SUPERVISION OF CHILDREN DURING FIELD TRIPS</b> <span style="float: right;">↑</span>	
<b>State has requirements for the supervision of children during field trips</b>	<b>Yes</b>
Attendance record kept of children on field trip	✓
Additional staff/adults (volunteers, parents, driver) needed for field trips under certain conditions	
Written permission from parents required for field trips	
Emergency contact information for children taken on field trip	
Children are required to wear name tags or other identification	
Center must have written supervision plan for field trips	

<b>Key:</b>	
✓ = Yes	NARA = National Association for Regulatory Administration
↑ = Click to go back to top	NCCIC = National Child Care Information and Technical Assistance Center
N/A = Not Applicable/Not Addressed	NRC = National Resource Center for Health and Safety in Child Care and Early Education

# 2005 Child Care Licensing Study Alabama

<b>State has specific child-staff ratio requirements for field trips</b>	<b>No</b>
<i>Requirements: N/A</i>	
<b>State has specific group size requirements for field trips</b>	<b>No</b>
<i>Requirements: N/A</i>	
<i>Additional requirements: N/A</i>	

## CARE OF CHILDREN

AGE DEFINITIONS
<b>Definition of "infant"</b>
<i>Text of definition: "Infant" is defined as a child younger than 12 months.</i>
<b>Definition of "toddler"</b>
<i>Text of definition: N/A</i>
<b>Definition of "preschool-age"</b>
<i>Text of definition: N/A</i>
<b>Definition of "school-age"</b>
<i>Text of definition: N/A</i>

CHILDREN'S HEALTH REQUIREMENTS	
<b>State requires children to have a physical exam to enroll in a center</b>	<b>No</b>
Center must keep records of children's physical exams	
Health records must be provided to the center within a specific time frame after a child's enrollment	
<b>State requires children to have immunizations to enroll in a center</b>	<b>Yes</b>
Immunization records must be provided to the center within a specific time frame after a child's enrollment	✓
Parents/guardians can provide a written statement that they do not wish to have children immunized	
Health care professional can provide a written statement that children are exempt from immunization requirements for medical reasons	✓
Center can exclude children from attendance until immunization records or exemption statements are provided	
Center can accept children on a conditional basis if not all immunizations are complete	
Center can refuse to enroll children of parents who do not wish to have their children immunized	
<i>Additional requirements: On the child's first day of attendance, each child from 2 months of age to lawful school age and each child of lawful school age who is not enrolled in public or</i>	

<b>Key:</b>	
✓ = Yes	NARA = National Association for Regulatory Administration
⬆ = Click to go back to top	NCCIC = National Child Care Information and Technical Assistance Center
N/A = Not Applicable/Not Addressed	NRC = National Resource Center for Health and Safety in Child Care and Early Education



# 2005 Child Care Licensing Study Alabama

private school kindergarten shall have a valid State of Alabama Certificate of Immunization, on file in the center, unless one of the following is on file in the center: a valid State of Alabama Certificate of Medical Exemption; or a valid Alabama Certificate of Religious Exemption.	
Children are required to have a blood lead level screening to enroll in a center	
Center must keep emergency contact information in children's records	✓
<i>Additional requirements: N/A</i>	

NUTRITION <span style="float: right;"><a href="#">↑</a></span>	
<b>State has requirements about nutrition and meals/snacks for children</b>	<b>Yes</b>
State has requirements about the nutritional content of meals/snacks served to children	✓
State has requirements about the number or time interval between the delivery of meals/snacks served to children	✓
Center must post a menu of meals/snacks served to children	✓
Center must provide all meals/snacks for children	✓
Parents/guardians can provide food for their own children on a regular basis	✓
Parents/guardians can bring food for all children for special occasions	
Center must provide supplemental food (to what parents provide) to meet nutritional content requirements	
State has requirements about feeding infants	✓
<i>Additional requirements: N/A</i>	

BEHAVIOR GUIDANCE AND DISCIPLINE <span style="float: right;"><a href="#">↑</a></span>	
<b>State has requirements regarding behavior guidance and/or disciplining children</b>	<b>Yes</b>
<b>Specific forms of discipline/behavior guidance that centers ARE ALLOWED to use are in regulations</b>	<b>No</b>
<ul style="list-style-type: none"> <li>• Supervised separation from the group</li> <li>• Physical/corporal punishment <i>(Note: ✓ = state allows or it is not prohibited/addressed in regulations)</i></li> </ul>	
<i>Other forms of discipline allowed: N/A</i>	
<b>Specific forms of discipline/behavior guidance that centers ARE NOT ALLOWED to use are in regulations</b>	<b>Yes</b>
<ul style="list-style-type: none"> <li>• Denial of food/food-related punishment</li> <li>• Derogatory remarks</li> <li>• Abusive language</li> <li>• Yelling or shouting/screaming</li> <li>• Physical punishment</li> </ul>	✓ ✓ ✓ ✓ ✓

<b>Key:</b>	
✓ = Yes	NARA = National Association for Regulatory Administration
<a href="#">↑</a> = Click to go back to top	NCCIC = National Child Care Information and Technical Assistance Center
N/A = Not Applicable/Not Addressed	NRC = National Resource Center for Health and Safety in Child Care and Early Education

## 2005 Child Care Licensing Study Alabama

• Forced napping/no nap/rest-related	
• Physical/mechanical restraint	✓
• Locked time-out room, closet, or dark room	
• Punishment for toileting accident/toileting-related punishment	✓
• Putting something in child's mouth	✓
• Discipline/punishment by another child	✓
<i>Other forms of discipline not allowed: N/A</i>	
Center must have written policies on discipline and behavior guidance practices	

<b>PROGRAM AND ACTIVITIES</b>	
<a href="#">↑</a>	
<b>Center must have a written daily schedule of activities</b>	<b>Yes</b>
Center must post daily schedule	✓
<b>Center must provide specific activities for children</b>	<b>Yes</b>
Regular meal/snack times	✓
Nap or rest period	✓
Toileting and washing/hand washing	✓
Outdoor play	✓
Indoor play	✓
Child-initiated activities	
Staff-initiated activities	
Individual activities	
Group activities	
• Large group activities	
• Small group activities	
Active play	
Quiet play	
Free play	
Creative expression	
Gross motor activities	
Fine motor activities	
<i>Other activities:</i> Radio, television, and videotapes shall be used only when they supplement and enhance the daily plan for the children. No child shall be required to watch television or videotapes. All videotapes shall be previewed by a staff person to ensure their appropriateness for the age of the children. Sexually explicit, violent, or frightening materials are prohibited.	

**Key:**

✓ = Yes

↑ = Click to go back to top

N/A = Not Applicable/Not Addressed

NARA = National Association for Regulatory Administration

NCCIC = National Child Care Information and Technical Assistance Center

NRC = National Resource Center for Health and Safety in Child Care and Early Education

Publication of NARA and NCCIC, 2006

# 2005 Child Care Licensing Study Alabama

Developmental needs of children must be addressed in activities		Yes
Area of Children's Development	Must Be Addressed in Activities	Regulations List Specific Activities
Social development		
Emotional development		
Cognitive/intellectual development		
Physical development		
Language/literacy development		
Cultural development		
<i>Other areas of development:</i> The staff shall permit/encourage conversation among children, including during meal and snack time. The staff shall give individual attention to each child daily, such as conversation between staff and child.		
State has requirements for the specific types of equipment/materials a center must have for children		Yes
Books and other literacy materials		✓
• Number of books required		
<i>Additional requirements about books:</i> Center must have 2 books per child.		
Art supplies/creative activities		✓
Blocks/construction materials		
Sensory materials		
Fine motor manipulatives		✓
Gross motor equipment (indoor and/or outdoor)		✓
Dramatic play/pretend		✓
Science/experimental/math (counting/sorting)		✓
Technology/computers		
Music		✓
<i>Other types of equipment required:</i> N/A		
<i>Additional requirements:</i> N/A		

PARENT INVOLVEMENT		<a href="#">↑</a>
State has requirements regarding parent involvement		No
Center must encourage parent involvement		
Center must provide opportunities for parent involvement		
<i>Additional requirements:</i> N/A		

<b>Key:</b>	
✓ = Yes	NARA = National Association for Regulatory Administration
↑ = Click to go back to top	NCCIC = National Child Care Information and Technical Assistance Center
N/A = Not Applicable/Not Addressed	NRC = National Resource Center for Health and Safety in Child Care and Early Education

# 2005 Child Care Licensing Study Alabama

<b>State has requirements about parents' access to the center</b>	<b>Yes</b>
Center must provide access to parents at all times; no prior notice needed	✓
Parents can have unsupervised access to all children or the whole facility	
Parents can have unsupervised access only to their own children	
Parents can have supervised access to all children	
<b>State has requirements about the center's communication with parents</b>	<b>Yes</b>
Center must provide written copies of policies and procedures to parents	✓
Center must keep logs of children's care and communicate with parents	
Center must hold regularly scheduled meetings with parents	
Center must have a resource area for parents	
<i>Additional requirements: Staff shall be available for communication and conferences with the parent(s)/guardian(s) at a mutually convenient time.</i>	

<b>SPECIALIZED CARE – INFANT AND TODDLER</b> <span style="float: right;"><a href="#">↑</a></span>	
<b>State has requirements that specifically address the care of infants and/or toddlers</b>	<b>Yes</b>
State has requirements on the supervision of infants and/or toddlers	✓
• Each infant must have a primary caregiver	✓
State has requirements for staff working with infants and/or toddlers	
<i>Staff requirements: N/A</i>	
State has requirements on program/activities specifically for infants and/or toddlers	✓
State has requirements on equipment/materials specifically for infants and/or toddlers	✓
State has requirements for the facility related to the care of infants and/or toddlers	
<b>State has requirements on reducing the risk of Sudden Infant Death Syndrome (SIDS)</b>	
Infants must be placed on their backs to sleep	✓
Physicians can authorize a different sleep position for infants	✓
Parents can authorize a different sleep position for infants	
Soft bedding/materials must not be used in cribs	✓
<i>Additional requirements on SIDS prevention: In accordance with recommendations from the American Academy of Pediatrics, unless a physician specifies the need for a positioning device that restricts movement within the child's bed, such devices shall not be used.</i>	

<b>Key:</b>	
✓ = Yes	NARA = National Association for Regulatory Administration
↑ = Click to go back to top	NCCIC = National Child Care Information and Technical Assistance Center
N/A = Not Applicable/Not Addressed	NRC = National Resource Center for Health and Safety in Child Care and Early Education

# 2005 Child Care Licensing Study Alabama

SPECIALIZED CARE – SCHOOL-AGE <span style="float: right;"><a href="#">↑</a></span>	
<b>State has requirements that specifically address the care of school-age children</b>	<b>No</b>
State has requirements on the supervision of school-age children	
State has requirements for staff working with school-age children	
<i>Staff requirements: N/A</i>	
State has requirements on program/activities specifically for school-age children	
State has requirements on equipment/materials specifically for school-age children	
State has requirements for the facility related to the care of school-age children	

SPECIALIZED CARE – MILDLY ILL CHILDREN (see also <a href="#">Care of Mildly Ill Children</a> ) <span style="float: right;"><a href="#">↑</a></span>	
<b>State has requirements that specifically address the care of children who are mildly ill</b>	<b>Yes</b>
State has requirements on the supervision of mildly ill children	✓
State has requirements on program/activities specifically for mildly ill children	
State has requirements on equipment/materials specifically for mildly ill children	
State has requirements for the facility related to the care of mildly ill children	

SPECIALIZED CARE – EVENING/OVERNIGHT CARE (see also <a href="#">Supervision of Children During Evening/Overnight Care</a> ) <span style="float: right;"><a href="#">↑</a></span>	
<b>State has requirements that specifically address the care of children during evening/overnight hours</b>	<b>Yes</b>
State has requirements on program/activities specifically for the care of children during evening/overnight hours	✓
State has requirements on equipment/materials specifically for the care of children during evening/overnight hours	✓
State has requirements for the facility related to the care of children during evening/overnight hours	✓

SPECIALIZED CARE – DROP-IN CARE <span style="float: right;"><a href="#">↑</a></span>	
<b>State has requirements that specifically address the care of children in drop-in programs</b>	<b>No</b>
State has requirements on the supervision of children in drop-in programs	
State has requirements on program/activities specifically for children in drop-in programs	

<b>Key:</b>	
✓ = Yes	NARA = National Association for Regulatory Administration
<a href="#">↑</a> = Click to go back to top	NCCIC = National Child Care Information and Technical Assistance Center
N/A = Not Applicable/Not Addressed	NRC = National Resource Center for Health and Safety in Child Care and Early Education

# 2005 Child Care Licensing Study Alabama

State has requirements for the facility related to the care of children in drop-in programs	
<i>Additional requirements on drop-in care:</i> Conditions for admission of children for drop-in care.	

## FACILITY REQUIREMENTS

ENVIRONMENT <span style="float: right;"><a href="#">↑</a></span>	
<b>State has requirements about environmental tests of the facility</b>	<b>No</b>
Requires lead tests	
Requires asbestos tests	
Requires radon tests	
<b>State has requirements about environmental inspections</b>	<b>Yes</b>
Requires fire inspections	Required prior to licensing
Requires health inspections	Required prior to licensing
Requires building code inspections	
<i>Additional requirements:</i> N/A	

SQUARE FOOTAGE <span style="float: right;"><a href="#">↑</a></span>	
<b>Number of square feet of indoor space per child</b>	<b>32 square feet</b>
Total amount of square feet for area	N/A
<i>Additional requirements:</i> N/A	
<b>Number of square feet of outdoor space per child</b>	<b>60 square feet</b>
Total amount of square feet for area	N/A
<i>Additional requirements:</i> N/A	
<b>Number of square feet per child, based on age of child</b>	
Per infant	N/A
Per toddler	N/A
Per preschool-age child	N/A
Per school-age child	N/A
<i>Additional requirements:</i> N/A	

<b>Key:</b>	
✓ = Yes	NARA = National Association for Regulatory Administration
<a href="#">↑</a> = Click to go back to top	NCCIC = National Child Care Information and Technical Assistance Center
N/A = Not Applicable/Not Addressed	NRC = National Resource Center for Health and Safety in Child Care and Early Education

# 2005 Child Care Licensing Study Alabama

CONDITION OF FACILITY AND EQUIPMENT <span style="float: right;"><a href="#">↑</a></span>	
State has requirements on the condition of the indoor area of the building/facility	✓
State has requirements on the condition of the outdoor area of the building/facility	✓
State has requirements on the condition of indoor equipment	✓
State has requirements for child care centers on the condition of outdoor equipment	✓
State has requirements for child care centers on the condition of materials and toys for children	

SAFETY OF FACILITY AND EQUIPMENT <span style="float: right;"><a href="#">↑</a></span>	
State has requirements on the safety of indoor equipment	
State has requirements on the safety of outdoor equipment	✓
State has requirements on the surfaces under indoor equipment	
State has requirements on the surfaces under outdoor equipment	✓
<i>Details on state requirements on surfaces under equipment: Concrete or asphalt shall not be used under outdoor playground equipment, except wheel toys.</i>	
State has requirements on sleeping equipment	✓
State requires equipment to be free of components that can pinch, shear, or crush body tissues	✓

OUTDOOR SPACE <span style="float: right;"><a href="#">↑</a></span>	
<b>State requires outdoor space is enclosed/has a fence</b>	<b>Yes</b>
<i>Required height for fence: 4 feet</i>	
State has requirements on swimming pools	✓
State has requirements to protect children from bodies of water (ponds, lakes, rivers, etc.)	
State has requirements about alternatives to outdoor space	

FIRE SAFETY <span style="float: right;"><a href="#">↑</a></span>	
<b>State has requirements on fire safety in child care centers</b>	<b>Yes</b>
Centers are required to have an evacuation plan for fires	✓
Centers must conduct fire drills	
<i>Time interval for fire drills: N/A</i>	
<i>Additional requirements: N/A</i>	

<b>Key:</b>	
✓ = Yes	NARA = National Association for Regulatory Administration
<a href="#">↑</a> = Click to go back to top	NCCIC = National Child Care Information and Technical Assistance Center
N/A = Not Applicable/Not Addressed	NRC = National Resource Center for Health and Safety in Child Care and Early Education

# 2005 Child Care Licensing Study Alabama

GENERAL EMERGENCY PLANS <span style="float: right;"><a href="#">↑</a></span>	
<b>Center must have a general emergency plan for all emergencies</b>	<b>No</b>
Center must have a general evacuation plan for all emergencies	
State requires centers to conduct drills for all emergencies	
<i>Time interval between drills: N/A</i>	

EMERGENCY PREPAREDNESS <span style="float: right;"><a href="#">↑</a></span>	
<b>State has requirements on emergency preparedness</b>	<b>Yes</b>
Centers must have emergency plans/procedures for natural disasters (tornados, hurricanes, earthquakes, other weather conditions)	✓
Centers must have emergency plans/procedures for utility-related problems (blackouts, etc.)	✓
Centers must have emergency plans/procedures for acts of terrorism	
Centers must perform drills of their emergency preparedness procedures (other than fire)	
<i>Additional requirements: N/A</i>	

SECURITY <span style="float: right;"><a href="#">↑</a></span>	
Centers must have a procedure for accepting children when they enter the center and the release of children when they leave	✓
Centers must have a procedure for signing children in and out when they enter and exit the facility	✓
Centers must keep daily attendance records of children	✓
Centers must have policies on the monitoring of visitors	
Centers must have security/surveillance cameras	
<i>Additional requirements: Each child being transported by parent(s)/guardian(s) or other designated person(s) shall be accompanied into and out of the center by the parent, guardian, or other person.</i>	

TRANSPORTATION (see also <a href="#">Supervision of Children Transported in Vehicles</a> ) <span style="float: right;"><a href="#">↑</a></span>	
<b>State has requirements on transporting children in vehicles</b>	<b>Yes</b>
State has requirements about the condition of the vehicle	✓
State has requirements about emergency equipment needed in the vehicle	
States has requirements about seating in the vehicle	✓
State has requirements about vehicle safety restraints for children	✓
• State has requirements about seat belts for children	✓
• State has requirements about car seats/child restraint systems	✓

<b>Key:</b>	
✓ = Yes	NARA = National Association for Regulatory Administration
<a href="#">↑</a> = Click to go back to top	NCCIC = National Child Care Information and Technical Assistance Center
N/A = Not Applicable/Not Addressed	NRC = National Resource Center for Health and Safety in Child Care and Early Education



# 2005 Child Care Licensing Study Alabama

State has requirements about the driver of the vehicle	✓
First aid kit must be kept in the vehicle	
<i>Additional requirements: N/A</i>	

LIABILITY INSURANCE <span style="float: right;"><a href="#">↑</a></span>	
<b>State requires centers to have liability insurance</b>	<b>No</b>
<b>General liability insurance required</b>	<b>No</b>
<i>Amount of insurance required: N/A</i>	
<b>Professional liability insurance required</b>	<b>No</b>
<i>Amount of insurance required: N/A</i>	
<b>Automobile insurance required</b>	<b>No</b>
<i>Amount of insurance required: N/A</i>	
<b>Medical payment insurance required</b>	<b>No</b>
<i>Amount of insurance required: N/A</i>	
<i>Other types of insurance required: N/A</i>	
<i>Additional requirements: N/A</i>	

ADMINISTRATION OF MEDICATION <span style="float: right;"><a href="#">↑</a></span>	
<b>State has requirements on the administration of medication to children</b>	<b>Yes</b>
Centers must obtain permission from parent/guardian to administer medication to a child	✓
Center must obtain written instructions from the parent/guardian or physician on how to administer the medication <i>(Note: "Yes" response can include the instructions on a prescription or medicine container)</i>	✓
Center must maintain records of medications administered to children	✓
<i>Additional requirements: N/A</i>	

MEDICAL PROCEDURES <span style="float: right;"><a href="#">↑</a></span>	
<b>State has requirements on performing medical procedures on children</b>	<b>Yes</b>
Centers must obtain permission from parent/guardian to perform a medical procedure on a child	✓
Centers must obtain written instructions from the parent/guardian or physician on how to perform the medical procedure	✓
Center must maintain records of medical procedures performed on children	✓
<i>Additional requirements: N/A</i>	

<b>Key:</b>	
✓ = Yes	NARA = National Association for Regulatory Administration
<a href="#">↑</a> = Click to go back to top	NCCIC = National Child Care Information and Technical Assistance Center
N/A = Not Applicable/Not Addressed	NRC = National Resource Center for Health and Safety in Child Care and Early Education

# 2005 Child Care Licensing Study Alabama

<b>CARE OF MILDLY ILL CHILDREN</b> (see also <a href="#">Specialized Care – Mildly Ill Children</a> ) <span style="float: right;">↑</span>	
<b>State has requirements on the care of mildly ill children</b>	<b>Yes</b>
Centers can admit a child who is mildly ill	
Centers can exclude a child who is mildly ill	✓
<i>Additional requirements:</i> No child who is ill shall be admitted to the center. Determinations of illness may be based on: the child's inability to participate in the center's activities; the need for additional care that center staff cannot provide without taking time and attention away from the other children; signs of serious or contagious disease or condition, such as but not limited to fever, diarrhea, vomiting, unexplained rash, scabies, head lice; or a physician's diagnosis requiring that the child be separated from other children.	

<b>INCIDENT REPORTING</b> <span style="float: right;">↑</span>	
Centers must report to the licensing agency all serious injuries that occur to children in the program	✓
Centers must keep a record of all serious injuries that occur to children in the program	✓
Centers must report to the licensing agency all deaths that occur to children in the program	✓
<i>Additional requirements:</i> The following shall be reported to the Department within 24 hours after occurrence, with written explanation to follow within 5 days: any injury requiring professional medical treatment of any child or staff person while at the center or during away from the center activities. Records of injury/illness occurring at the center or during away from center activities, which require professional medical attention, emergency medical attention, or hospitalization shall be included in children's records.	

<b>ADDITIONAL HEALTH REQUIREMENTS</b> <span style="float: right;">↑</span>	
Centers must have a health consultant	
Centers must have a first aid kit	
<ul style="list-style-type: none"> <li>• Requirements specify items that must be in the first aid kit</li> </ul>	
<i>Additional requirements:</i> N/A	

<b>HAND WASHING</b> <span style="float: right;">↑</span>	
<b>State has requirements on hand washing for staff</b>	<b>Yes</b>
State has requirements for centers that specify when staff must wash their hands	✓
<ul style="list-style-type: none"> <li>• Center staff must wash their hands after toileting</li> <li>• Center staff must wash their hands after diapering a child</li> <li>• Center staff must wash their hands after toileting a child</li> <li>• Center staff must wash their hands before and/or after preparing, serving, or eating food</li> </ul>	✓

<b>Key:</b>	
✓ = Yes	NARA = National Association for Regulatory Administration
↑ = Click to go back to top	NCCIC = National Child Care Information and Technical Assistance Center
N/A = Not Applicable/Not Addressed	NRC = National Resource Center for Health and Safety in Child Care and Early Education

# 2005 Child Care Licensing Study Alabama

• Center staff must wash their hands after attending to an ill child	
• Center staff must wash their hands after handling, feeding, or cleaning up after animals	✓
<i>Other times staff must wash their hands: Contact with bodily fluids</i>	
State has requirements on the location and/or amount of hand washing facilities for staff	
<b>State has requirements on hand washing for children</b>	<b>Yes</b>
State has requirements for centers that specify when children must wash their hands	✓
• Children must wash their hands after toileting	✓
• Children must wash their hands after diapering	✓
• Children must wash their hands before and/or after eating food	✓
• Children must wash their hands after handling animals	✓
<i>Other times children must wash their hands: N/A</i>	
State has requirements on the location and/or amount of hand washing facilities for children	✓
<i>Additional requirements: N/A</i>	

<b>DIAPERING</b>	
	<a href="#">↑</a>
<b>State has requirements on diapering</b>	<b>Yes</b>
State requirements specify when a staff person must change a child's diaper	✓
Staff person changing diaper must wear gloves	✓
State has requirements on discarding soiled diapers	✓
Diaper changing table and area must be sanitized after each use	✓
A sink must be available exclusively for the diapering area	
Diapering sink must not be used for food preparation	
<i>Requirements on proximity of sink to diapering area: One hand washing sink with warm running water, soap, and disposable paper towels, shall be located in each room where children are diapered.</i>	
<i>Additional requirements: N/A</i>	

<b>SMOKING POLICIES</b>	
	<a href="#">↑</a>
<b>State has requirements about smoking in centers</b>	<b>Yes</b>
Smoking is not allowed in a child care center	✓
Smoking is not allowed on the grounds of a child care center	✓
Smoking is not allowed in the presence of children	
Smoking is not allowed in areas used for the care of children	
Smoking is not allowed in areas where food is prepared	
Smoking is not allowed in a vehicle while transporting children	

<b>Key:</b>	
✓ = Yes	NARA = National Association for Regulatory Administration
↑ = Click to go back to top	NCCIC = National Child Care Information and Technical Assistance Center
N/A = Not Applicable/Not Addressed	NRC = National Resource Center for Health and Safety in Child Care and Early Education

# 2005 Child Care Licensing Study Alabama

Smoking is allowed in a designated area	
<i>Additional requirements:</i> Smoking or tobacco usage is prohibited on the center premises.	

HAZARDOUS MATERIALS <span style="float: right;"><a href="#">↑</a></span>	
<b>State has requirements about the accessibility of hazardous supplies/materials</b>	<b>Yes</b>
Hazardous supplies/materials must be kept out of the reach of children	
<i>Additional requirements:</i> N/A	

FIREARMS <span style="float: right;"><a href="#">↑</a></span>	
<b>State has requirements about the presence of firearms in the facility</b>	<b>Yes</b>
Firearms are not allowed in child care centers	✓
Firearms are allowed in child care centers, but must be in a locked container or closet	
Firearms are allowed in child care centers, but ammunition must be separate from the firearm	
Center must notify parents of the presence of firearms in the facility	
<i>Additional requirements:</i> No firearms or ammunition shall be kept or allowed in the center with the exception of law enforcement officers.	

ANIMALS IN FACILITY <span style="float: right;"><a href="#">↑</a></span>	
<b>State has requirements about animals in the facility</b>	<b>Yes</b>
Animals are allowed in child care centers	✓
Certain animals are prohibited in child care centers	✓
State has requirements about the care and health of animals in child care centers	✓
Centers must notify parents of the presence of animals	
<i>Additional requirements:</i> N/A	

<b>Key:</b>	
✓ = Yes	NARA = National Association for Regulatory Administration
<a href="#">↑</a> = Click to go back to top	NCCIC = National Child Care Information and Technical Assistance Center
N/A = Not Applicable/Not Addressed	NRC = National Resource Center for Health and Safety in Child Care and Early Education