

2005 Child Care Licensing Study Colorado

Data Profile for State Licensing Programs and Policies

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

- | | |
|---|---|
| <ul style="list-style-type: none"> • State Licensing Agency • Number of Licensed Facilities • Licensing Staff • Number of Licensing Staff • Types of Inspections • Frequency of Inspections • Frequency of Licensing | <ul style="list-style-type: none"> • 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		
Agency name: Colorado Department of Human Services		
Address: Division of Child Care 1575 Sherman Street, First Floor		
City: Denver	State: CO	Zip: 80203-1714
Phone: 303-866-5958	Toll Free: 800-799-5876	
Fax: 303-866-4453	E-mail:	
Web site: http://www.cdhs.state.co.us/		

NUMBER OF LICENSED FACILITIES



NUMBER OF LICENSED FACILITIES	
Child care centers	1,282
Family child care homes	4,072
Large/group family child care homes	209
<i>Other types of licensed facilities:</i> Part-day preschools and school-age care centers	1,602
Total number of licensed facilities	5,563
Data notes:	

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LICENSED CAPACITY	
Child care centers	92,292
Family child care homes	30,833
Large/group family child care homes	2,029
<i>Other types of licensed facilities:</i>	76,833
Total licensed capacity	125,154
Data notes:	

LICENSING STAFF



LICENSING LINE STAFF ASSIGNMENT	
Line staff assignments to inspect child care facilities:	
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>	
Data notes:	

NUMBER OF LICENSING STAFF



NUMBER OF LINE STAFF	
Total number of full-time equivalent line staff	51
Data notes:	

LINE STAFF ESTIMATED CASELOAD	
Estimated caseload ratio (number of facilities per staff)	140:1
Data notes: The caseload was calculated by NARA/NCCIC by dividing the total number of licensed programs by the total number of licensing line staff.	

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NUMBER OF SUPERVISORS	
Total number of full-time equivalent licensing supervisors	9
Data notes:	

TYPES OF INSPECTIONS



Type of Inspection Conducted	Child Care Centers	Family Child Care Homes	Large/Group Family Child Care Homes
Prior to issuing a license	✓	✓	✓
• Announced	✓	✓	✓
• Unannounced			
Data notes:			
License renewal	✓	✓	✓
• Announced			
• Unannounced	✓	✓	✓
Data notes: Provisional and probationary licenses are renewed.			
Routine compliance	✓	✓	✓
• Announced			
• Unannounced	✓	✓	✓
Data notes:			

FREQUENCY OF INSPECTIONS



FREQUENCY OF REQUIRED INSPECTION VISITS	
Type of Facility	Frequency of Inspection Visits
Child care centers	Other frequency of inspection
Family child care homes	Other frequency of inspection
Large/group family child care homes	Other frequency of inspection
<i>Other frequency of inspection:</i> There is a risk-based schedule varying between one time a month to one time every three years. The average is one time every two years.	
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FREQUENCY OF LICENSING



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

INSPECTIONS AND MONITORING



FULL COMPLIANCE REVIEW	
Type of Facility	Frequency of Full Compliance Review
Child care centers	Other frequency of full compliance review
Family child care homes	Other frequency of full compliance review
Large/group family child care homes	Other frequency of full compliance review
Data notes:	

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> Supervisory visits.	
Family child care homes	Yes
<i>Use of form described:</i> Supervisory visits.	
Large/group family child care homes	Yes
<i>Use of form described:</i> Supervisory visits.	
Data notes:	
State has policies on when to switch from abbreviated compliance review to a full compliance review	
Child care centers	Yes
Family child care homes	Yes
Large/group family child care homes	Yes

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Data notes:

DIFFERENTIAL MONITORING

(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.")

System of differential monitoring based on compliance records used for inspections

Child care centers	Yes
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System of assessing compliance and differential monitoring: The risked-based monitoring is based on more factors than just the level of compliance with regulations. It can be related to the number of founded complaints, child abuse investigations, adverse action, etc. It can be considered a form of differential monitoring.

Family child care homes	Yes
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System of assessing compliance and differential monitoring: The risked-based monitoring is based on more factors than just the level of compliance with regulations. It can be related to the number of founded complaints, child abuse investigations, adverse action, etc. It can be considered a form of differential monitoring.

Large/group family child care homes	Yes
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System of assessing compliance and differential monitoring: The risked-based monitoring is based on more factors than just the level of compliance with regulations. It can be related to the number of founded complaints, child abuse investigations, adverse action, etc. It can be considered a form of differential monitoring.

Data notes:

TECHNICAL ASSISTANCE AND CONSULTATION

Technical assistance/consultation provided to help licensees achieve compliance with licensing regulations

Child care centers	Yes
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Family child care homes	Yes
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Large/group family child care homes	Yes
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Technical assistance/consultation provided to help licensees move beyond minimum licensing regulations

Child care centers	No
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Family child care homes	No
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Large/group family child care homes	No
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Data notes:

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	✓	✓	✓

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As needed by licensee	✓	✓	✓
<i>Other:</i>			
Data notes:			
Referrals made to other agencies/organizations/individuals for technical assistance			
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 agencies in the community that might be of help to the child care center. This can include child care resource and referral agencies, child care associations, consolidated child care pilots, child find organizations, county departments of human services, or other agencies in the community that are resources, depending on the needs of the child care center.			

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

COMPLAINT INVESTIGATIONS



INVESTIGATIONS	
Licensing agency conducts complaint investigations	
Child care centers	Yes
Family child care homes	Yes
Large/group family child care homes	Yes
Data notes:	
State uses same staff who conduct inspections for initial licensure and routine compliance to conduct complaint investigations	
Child care centers	Yes
Family child care homes	Yes
Large/group family child care homes	Yes

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State has separate staff who only work on complaint investigations	
Child care centers	No
Family child care homes	No
Large/group family child care homes	No
State uses other complaint investigation staff	
Child care centers	No
Family child care homes	No
Large/group family child care homes	No
<i>Other complaint investigation staff described:</i>	
Data notes:	
State investigates anonymous complaints	
Child care centers	No
Family child care homes	No
Large/group family child care homes	No
Data notes:	

NUMBER OF COMPLAINTS				
Number of Licensing Complaints	Child Care Centers	Family Child Care Homes	Large/Group Family Child Care Homes	Total
Number of licensing complaints filed	444	482	18	944
Number of substantiated licensing complaints	181	142	4	327
Data notes:				
<i>Nature of licensing complaints: (1) Lack of supervision; (2) harsh treatment; (3) facility conditions/safety issues; and (4) child-staff ratios.</i>				

CHILD ABUSE AND NEGLECT	
Agencies that investigate child abuse and neglect complaints against child care centers and family child care homes	
Licensing agency	
Protective services	✓
Specialized unit for child abuse and neglect	✓
Other agency:	
Data notes:	

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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	97	80	7	184
Number of substantiated child abuse and neglect complaints	9	10	1	20
Data notes:				

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	✓	5	✓	8		0
Denial of license	✓	3	✓	30	✓	2
Immediate closure of facility	✓	1	✓	3		0
Non-renewal of license	✓	4	✓	1		0
Probation	✓	30	✓	23	✓	2
Conditional license						
Consent agreement	✓	5	✓	32		0
Civil fine	✓	6	✓	24	✓	1
Criminal fine						
Imprisonment						
<i>Other enforcement actions:</i> Suspension of part of a program, such as transportation						
Data notes:						
<i>Legal representation for licensing agency:</i>						

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ACCESS TO LICENSING INFORMATION



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

LICENSING FEES



LICENSING FEES CHARGED			
Fees are charged for a license			
Child care centers	Yes		
Family child care homes	Yes		
Large/group family child care homes	Yes		
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	Original/ Continuation: 5-20: \$70 21-50: \$110 51-100: \$160 101-150: \$245 151-250: \$340 251+: \$480	Original/ Continuation: 2-6: \$22	Original/ Continuation: 7-12: \$33
<i>Other type of fee:</i>			

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Data notes: Experienced family child care homes: original application: \$35; continuation: \$35

LICENSING STAFF REQUIREMENTS



LICENSING STAFF POSITION	
Name of licensing line staff position	Licensing Specialist

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	
Experience working with children in the early care and education field	
No required educational qualifications	
<i>Other qualifications:</i>	
Data notes:	
Content and experience requirements	
Degrees and/or courses must be in early childhood education, child development, or a related field	No
Data notes:	
<i>Content areas or majors accepted:</i> Psychology, sociology, social work, education, early childhood education, special education, and counseling.	
Experience working in a setting with children required prior to working as a licenser	No
Data notes:	

STAFF TRAINING	
Annual training requirements	
Additional training required each year	No
Data notes:	
<i>Amount of required training:</i>	

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Topics covered in training	
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>	
Data notes:	
Sources of training for child care licensing line staff	
Licensing agency	✓
Community-based organization	✓
Local/state conferences	✓
National conferences	
Outside consultants	
College/university	
No sources of training	
Do not know	
<i>Other training sources:</i>	
Data notes:	

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>	
Data notes:	

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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	
Data notes:	
Accreditation facilitation project	
Lead agency	
Initiative in same agency as licensing	
Licensing participates in planning	
Licensing not involved	
State does not have initiative	✓
Data notes:	
Professional development system	
Lead agency	
Initiative in same agency as licensing	
Licensing participates in planning	✓
Licensing not involved	
State does not have initiative	
Data notes:	
Assessing quality with environment rating scale	
Lead agency	
Initiative in same agency as licensing	
Licensing participates in planning	
Licensing not involved	✓
State does not have initiative	
Data notes:	
Other quality initiative	
Lead agency	
Initiative in same agency as licensing	
Licensing participates in planning	
Licensing not involved	
State does not have initiative	
Data notes:	

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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

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>	5

Qualification alternative #1: 24 semester hours or equivalent quarter hours – 3 semester hour or equivalent quarter hour courses in each of the following subject areas:

- Introduction to Early Childhood Professions
- Introduction to Early Childhood Lab Techniques
- Guidance Strategies for Children
- Health, Nutrition, and Safety
- Administration of Early Childhood Care and Education Programs
- Administration: Human Relations for Early Childhood Professions
- Methods and Techniques of Teaching the Preschool-Age Child
- Early Childhood Growth and Development

Time frame for requirements:

Preservice	✓
Orientation to role/initial hiring period	
<i>During a certain period of time:</i> N/A	

Experience requirements:

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Amount of experience required	24 months
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Qualification alternative #2: 2-year college degree in child development or early childhood education from a regionally accredited college or university, including 24 semester hours in course work	
Time frame for requirements:	
Preservice	✓
Orientation to role/initial hiring period	
<i>During a certain period of time:</i>	
Experience requirements:	
Amount of experience required	12 months

Qualification alternative #3: Bachelor's degree in elementary education including course credits in the following topics: a. Three semester hours or equivalent in child growth and development or child psychology. b. Three semester hours or equivalent in methods and techniques of teaching the preschool-age child. c. A total of 6 semester hours or equivalent quarter hours in 2 classes: health, nutrition and safety; and administration of a child care center which must be at least 3 semester or equivalent quarter hours; or Directors of public school preschools must attend a department-approved course of training in nutrition and implementation of rules regulating child care.	
Time frame for requirements:	
Preservice	✓
Orientation to role/initial hiring period	
<i>During a certain period of time:</i>	
Experience requirements:	
Amount of experience required	12 months

Qualification alternative #4: Bachelor's in child development, early childhood education, or early childhood special education, including the 24 semester hours of course work	
Time frame for requirements:	
Preservice	✓
Orientation to role/initial hiring period	
<i>During a certain period of time:</i>	
Experience requirements:	
Amount of experience required	12 months

Qualification alternative #5: Master's degree in child development, early childhood education, or early childhood special education, including the 24 semester hours of course work	
Time frame for requirements:	

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Preservice		✓	
Orientation to role/initial hiring period			
<i>During a certain period of time:</i>			
Experience requirements:			
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: Elementary education</i>	✓
State credential		Bachelor's degree in early care and education	✓
<ul style="list-style-type: none"> • Infant and toddler credential 		Bachelor's degree in early care and education or higher	
<ul style="list-style-type: none"> • Director credential 		Master's degree	
<ul style="list-style-type: none"> • <i>Other state credentials: N/A</i> 		<i>Master's degree in a related field: N/A</i>	
Associate's degree		Master's degree in early care and education	✓
<i>Associate's degree in a related field: N/A</i>	✓	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: N/A</i>	
Center staff are required to participate in the state professional development system (i.e., enroll in a practitioner registry)	No

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STAFF QUALIFICATIONS FOR MASTER TEACHERS



EDUCATION AND EXPERIENCE REQUIREMENTS FOR MASTER TEACHERS			
State regulates role		No	
State requires education and/or experience for role		No	
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>		0	
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	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	

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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

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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>	8

Qualification alternative #1: 36 months (5,460 hours) of verified experience in the care and supervision of 4 or more children under 6 years of age who are not related to the individual	
Time frame for requirements:	
Preservice	✓
Orientation to role/initial hiring period	
<i>During a certain period of time:</i>	
Experience requirements:	
Amount of experience required	36 months

Qualification alternative #2: Completion of a vocational or occupational education sequence in child growth and development	
Time frame for requirements:	
Preservice	✓
Orientation to role/initial hiring period	
<i>During a certain period of time:</i>	
Experience requirements:	
Amount of experience required	12 months

Qualification alternative #3: Completion of a course of training approved by the department that includes training and work experience with children	
Time frame for requirements:	
Preservice	✓
Orientation to role/initial hiring period	
<i>During a certain period of time:</i>	
Experience requirements:	
Amount of experience required	Unspecified

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Qualification alternative #4: Current certification as a Child Development Associate (CDA) or Certified Child Care Professional (CCP) or other department-approved credential.	
Time frame for requirements:	
Preservice	✓
Orientation to role/initial hiring period	
<i>During a certain period of time:</i>	
Experience requirements:	
Amount of experience required	N/A

Qualification alternative #5: Completion of 2 years of college education with at least 1 college course in child development	
Time frame for requirements:	
Preservice	✓
Orientation to role/initial hiring period	
<i>During a certain period of time:</i>	
Experience requirements:	
Amount of experience required	6 months

Qualification alternative #6: Twelve semester hours in college-level credits in the area of child growth and development and/or early childhood education	
Time frame for requirements:	
Preservice	✓
Orientation to role/initial hiring period	
<i>During a certain period of time:</i>	
Experience requirements:	
Amount of experience required	9 months

Qualification alternative #7: A 2-year college degree in child development or early childhood education from an accredited college or university	
Time frame for requirements:	
Preservice	✓
Orientation to role/initial hiring period	
<i>During a certain period of time:</i>	
Experience requirements:	
Amount of experience required	N/A

Qualification alternative #8: A bachelor's degree from an accredited college or university	
Time frame for requirements:	
Preservice	✓
Orientation to role/initial hiring period	

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<i>During a certain period of time:</i>		
Experience requirements:		
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
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

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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
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

Qualification alternative #1: At least 1 year (1,820 hours) of verified experience in the care and supervision of 4 or more children under 6 years of age who are not related to the individual.	
Time frame for requirements:	
Preservice	✓
Orientation to role/initial hiring period	
<i>During a certain period of time:</i>	
Experience requirements:	
Amount of experience required	1 year
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

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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

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STAFF QUALIFICATIONS FOR AIDES



EDUCATION AND EXPERIENCE QUALIFICATIONS FOR AIDES			
State regulates role		Yes	
State requires education and/or experience for role		No	
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>		0	
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	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	

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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

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Publication of NARA and NCCIC, 2006

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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](#)

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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](#)
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- [Specialized Care – Mildly III Children](#)
- [Specialized Care – Evening/Overnight Care](#)
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FACILITY REQUIREMENTS

- [Environment](#)
- [Square Footage](#)
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- [Incident Reporting](#)
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- [Hand Washing](#)
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- [Smoking Policies](#)
- [Hazardous Materials](#)
- [Firearms](#)
- [Animals in Facility](#)

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LICENSING REGULATIONS



CHILD CARE CENTER REGULATIONS SUMMARY	
Name of regulations: Volume of Child Care Facility Licensing	
Date of regulations: 04/01/2005	
State has separate regulations for the following types of care:	
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> within same document as centers and family child care homes, but regulations are separate	

DEFINITION OF LICENSED CHILD CARE/DAY CARE CENTERS



DEFINITION OF LICENSED CENTERS	
State has definition of "child care center" or "day care center"	Yes
<p><i>Text of definition:</i></p> <p>(A) Child care centers, less than 24-hour care (referred to as "centers"), provide comprehensive care for children when the parents or guardians are employed or otherwise unavailable to care for the children. Child care centers may operate 24 hours a day, but the children are cared for at the center fewer than 24 hours a day.</p> <p>(B) Child care centers, less than 24-hour programs of care, include the following types of facilities:</p> <ol style="list-style-type: none"> 1. A "large child care center" provides care for 16 or more children between the ages of 2½ and 16 years. 2. A "small child care center" provides care for 5 through 15 children between the ages of 2 and 16 years. 3. An "infant nursery" provides care for children between the ages of 6 weeks and 18 months. 4. A "toddler nursery" provides care for children between the ages of 12 months (when walking independently) and 36 months. 5. "Preschool" is a part-day child care program for 5 or more children between the ages of 2½ and 7 years. 6. "Kindergarten" provides a program for children the year before they enter the first 	

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grade.	
7. 7. A "drop-in child care center" provides occasional care for 40 or fewer children between the ages of 12 months and 13 years of age for short periods of time not to exceed 6 hours in any 24-hour period of time or 15 hours in any 7-day period of time.	
State has definition of "child care facility" or "day care facility"	No
<i>Text of definition:</i> N/A	
Elements included in state's definition of a licensed child care center:	
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	
Data notes: N/A	

EXEMPTIONS FROM LICENSING ↑	
State has defined types of programs that are exempt from licensing	Yes
Characteristics of programs that are exempt from licensing:	
Maximum number of children in care to be exempt	N/A
Number of hours child care services are provided to be exempt	N/A

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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	
Services are provided by a relative of the children in care	
<i>State definition of "relative": N/A</i>	
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: A child care center operated in connection with a church, shopping center, or business where children are cared for during short periods of time, not to exceed 3 hours in any 24 hour period of time, while parents or persons in charge of such children, or employees of the church, shopping center, or business whose children are being cared for at such location are attending church services, shopping, patronizing or working on the premises of the business. This facility must be operated on the premises of the church, business, or shopping center. Only children of parents or guardians who are attending a church activity or patronizing the business or shopping center or working at the church, shopping center or business can be cared for in the center.</i>	
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	

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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> The medical care of children in nursing homes.	
Data notes: N/A	

CENTER STAFF REQUIREMENTS

[↑](#)

STAFF ROLES		
Role	Role Included in Regulations	State's Role Name
Director	Yes	Director—large center; small center
Master teacher	No	N/A
Teacher	Yes	Group leader
Assistant teacher	Yes	Assistant group leader
Aide	Yes	Staff aide; also infant staff aide that must be at least 18

[↑](#)

AGE AND HIGH SCHOOL DIPLOMA REQUIREMENTS			
Role	Minimum Age Requirement	Other Age Requirements	High School Diploma or GED Required
Director	N/A	Not specified	Not specified; preservice requirements above HS level
Master teacher	N/A	N/A	N/A
Teacher	18	N/A	Not required
Assistant teacher	21	N/A	Not required
Aide	16	N/A	Not required

Additional requirements: State has requirements for a kindergarten teacher, who must meet the qualifications of a large center director or be state certified or licensed as elementary teacher.

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OTHER ROLES IN REGULATIONS ↑			
Role	Included in Regulations	Minimum Age Requirement	Other Requirements
Substitute	✓	N/A	Qualified staff must be available to substitute for regularly assigned staff who are sick, on vacation, or otherwise unable to be on duty.
Volunteer	✓	N/A	Not specified
<i>Other roles:</i> Driver	✓	N/A	Not specified

HIRING POLICIES ↑		
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"> • Non-relative • Professional acquaintance • Previous employer 		
Type of references required (written, verbal, or both)	N/A	N/A
<i>Additional requirements:</i> N/A		

STAFF HEALTH REQUIREMENTS ↑	
Center facility records must include health reports on staff	✓
Center staff required to have a physical exam or to provide health statement from a physician	Yes
<ul style="list-style-type: none"> • Required at hiring • Required annually or at another time interval • Required for staff having contact with children • Required for staff having contact with food 	
Center staff required to have tuberculosis screening	No
<ul style="list-style-type: none"> • Required at hiring • Required annually or at another time interval • Required for staff having contact with children • Required for staff having contact with food 	

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Center staff required to provide proof of immunizations	Yes
• Required at hiring	
• Required annually or at another time interval	
• Required for staff having contact with children	
• Required for staff having contact with food	
Center staff must meet additional requirements regarding their health	Yes
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: If, in the opinion of a physician or mental health practitioner, an employee's examination or test results indicate a physical, emotional, or mental condition that could be hazardous to a child, other staff, or self, or that would prevent satisfactory performance of duties, that individual must not be assigned or returned to a position until the condition is cleared to the satisfaction of the examining physician.</i>	

BACKGROUND CHECKS	
↑	
State requires check of criminal history records for center staff	Yes
• 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.)	
State requires check of child abuse and neglect registry for center staff	Yes
• 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.)	
State requires checks of fingerprint records for center staff	Yes
• State fingerprint record check required	✓
• Federal fingerprint record check required	
• Required for all center staff	✓
• Required for center staff having contact with children	

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• 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.)	
State requires checks of the sex offender registry	No
State requires center staff to sign a statement about criminal status	
<i>Additional requirements:</i> If an individual has not lived in Colorado for at least 2 years, a FBI background check is done.	

ORIENTATION TRAINING	
Center staff required to complete orientation training	Yes
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:</i> Prior to working with children, the staff member must read and be instructed about the policies and procedures of the center, including those related to hygiene, sanitation, food preparation practices, proper supervision of children, and reporting of child abuse. Staff members must sign a statement indicating that they have read and understand the center's policies and procedures. The child care center must ensure that all staff are familiar with the licensing rules governing child care centers within 90 days of employment at the center.	
<i>Additional requirements:</i> N/A	

HEALTH AND SAFETY TRAINING	
Center staff required to complete first aid training	Yes
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	

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At least one person for each group of children required to complete first aid training	
Center staff required to complete CPR training	Yes
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	
Center staff required to complete fire safety training	Yes
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	✓
Other types of health and safety training required	
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>	

ONGOING TRAINING	
	↑
Ongoing training required for directors	Yes
Number of hours required annually	9
Number of hours required bi-annually	
Number of hours averaged over two years	
Number of credit hours	
<i>Other: N/A</i>	
Ongoing training required for master teachers	No
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>	

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Ongoing training required for teachers	Yes
Number of hours required annually	9
Number of hours required bi-annually	
Number of hours averaged over two years	
Number of credit hours	
<i>Other: N/A</i>	
Ongoing training required for assistant teachers	Yes
Number of hours required annually	9
Number of hours required bi-annually	
Number of hours averaged over two years	
Number of credit hours	
<i>Other: N/A</i>	
Ongoing training required for aides	Yes
Number of hours required annually	9
Number of hours required bi-annually	
Number of hours averaged over two years	
Number of credit hours	
<i>Other: N/A</i>	
Ongoing training hours required in specific content areas for center directors	Yes
<i>Content of ongoing training hours: The training must relate to 1 or more of the following areas—child growth and development, healthy and safe environment, developmentally appropriate practices, guidance, family relationships, cultural and individual diversity, and professionalism.</i>	
Ongoing training hours required in specific content areas for teaching staff	Yes
<i>Content of ongoing training hours: The training must relate to 1 or more of the following areas—child growth and development, healthy and safe environment, developmentally appropriate practices, guidance, family relationships, cultural and individual diversity, and professionalism.</i>	
Types of training accepted/approved for ongoing training hours are specified	No
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>	

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Delivery methods accepted/approved for ongoing training hours are specified	No
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>	

CHILD-STAFF RATIOS AND GROUP SIZE

CHILD-STAFF RATIOS AND GROUP SIZE BY AGE OF CHILDREN		
Age of Children	Child-Staff Ratio	Group Size
6 weeks	5:1	10
9 months	5:1	10
18 months	5:1	10
27 months	7:1	14
3 years	10:1	20
4 years	12:1	24
5 years	15:1	30
6 years	15:1	30
7 years	15:1	30
8–9 years	15:1	30
10 years and older	15:1	30
<p><i>Additional requirements:</i> Formal kindergarten class sessions must have 1 staff member for each 25 or fewer children in attendance. At other parts of the day when children are in attendance, the ratio must be 1 staff member to each 15 or fewer children. At any time when 9 or more children are present at the center, at least 2 adult staff members must be on duty. When 8 or fewer children are present, there must be at least 1 adult staff member working with the children and a second adult on call and immediately available.</p>		

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MIXED-AGE GROUPS ↑	
State permits mixed-age groupings of children	Yes
<p><i>Child-staff ratio requirements for mixed-age groups:</i> In other age combinations, the child-staff ratio for the youngest child must be utilized if more than 20 percent of the group is composed of younger children.</p> <p>At any time when 9 or more children are present at the center, at least 2 adult staff members must be on duty. When 8 or fewer children are present, there must be at least 1 adult staff member working with the children and a second adult on call and immediately available.</p>	
<p><i>Group size requirements for mixed-age groups:</i> In other age combinations, the maximum group size for the youngest child must be utilized if more than 20 percent of the group is composed of younger children.</p>	
<p><i>Additional requirements:</i> Mixed-age group 2½ years to 6 years: child-staff ratio of 10:1; group size of 20</p>	

ADDITIONAL REQUIREMENTS ↑	
State has a definition for "group"	No
<i>Text of definition:</i> N/A	
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:</i> N/A	
Centers allowed legally to exceed required child-staff ratios	
<i>Conditions:</i> N/A	
Centers allowed legally to exceed required group size	
<i>Conditions:</i> N/A	
State has requirements for the supervision of children based on the size of the center	No
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:</i> N/A	

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SUPERVISION OF CHILDREN



GENERAL SUPERVISION REQUIREMENTS	
State has requirements for staff supervising children	Yes
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:</i> All children must be under direct supervision of a responsible adult at all times. Preschool-age and school-age groups of children must be separated into age-appropriate activities. Groups are not required to be separated from each other by permanent or portable dividers or walls. Toddler-age groups of children must be separated from each other by permanent or portable dividers or other methods as approved by the department. Electronic monitors are allowed for sleeping infants.	

SUPERVISION OF CHILDREN DURING NAPTIME	
State has requirements for the supervision of children during naptime	Yes
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	
Center must have written supervision plan for naptime	
State has specific child-staff ratio requirements for naptime	No
<i>Requirements:</i> N/A	
State has specific group size requirements for naptime	No
<i>Requirements:</i> N/A	

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Additional requirements: Infant monitors may be used in separate sleeping rooms for infants under the following conditions:

- a. The sound monitoring equipment is able to pick up the sounds of all sleeping infants. Additional equipment must be provided as necessary to provide adequate coverage.
- b. The receiver of the sound monitoring equipment is actively monitored by staff at all times.
- c. Sleeping infants are physically monitored and periodically checked by a staff member.
- d. Sound monitoring equipment is regularly checked to assure that it is working correctly.

SUPERVISION OF CHILDREN DURING EVENING/OVERNIGHT CARE ↑	
<i>(see also Specialized Care – Evening/Overnight Care)</i>	
State has requirements for the supervision of children during evening/overnight care	Yes
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	
Center must have written supervision plan for evening/overnight care	
State has specific child-staff ratio requirements for evening/overnight care	Yes
<i>Requirements:</i> The staff-child ratio for sleeping children is 1 adult when 6 or fewer children are in attendance and 2 adults when 7 to 12 children are in attendance, plus 1 adult for each additional 6 or fewer children.	
State has specific group size requirements for evening/overnight care	No
<i>Requirements:</i> N/A	
<i>Additional requirements:</i> All children must be directly supervised at all times.	

SUPERVISION OF CHILDREN DURING OUTDOOR PLAY ↑	
State has requirements for the supervision of children during outdoor play	No
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	
State has specific child-staff ratio requirements for outdoor play	No
<i>Requirements:</i> N/A	
State has specific group size requirements for outdoor play	No
<i>Requirements:</i> N/A	
<i>Additional requirements:</i> N/A	

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SUPERVISION OF CHILDREN DURING LARGE GROUP ACTIVITIES ↑	
State has requirements for the supervision of children during large group activities	No
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	
State has specific child-staff ratio requirements for large group activities	No
<i>Requirements: N/A</i>	
State has specific group size requirements for large group activities	No
<i>Requirements: N/A</i>	
<i>Additional requirements: N/A</i>	

SUPERVISION OF CHILDREN SWIMMING/PARTICIPATING IN WATER ACTIVITIES ↑	
State has requirements for the supervision of children when swimming or participating in water activities	Yes
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	
State has specific child-staff ratio requirements for swimming and water activities	Yes
<p><i>Requirements: If the center uses a public pool for which the center is not responsible, the center need not provide a lifeguard if a qualified lifeguard is provided by the pool. Child-staff ratios must be maintained, and the lifeguard must not be counted in the ratio.</i></p> <p>If the public or private pool does not provide a qualified lifeguard, staff members meeting the qualifications, must be provided by the center.</p> <p>a. There must be at least 1 staff member at the pool for each 10 or fewer children.</p> <p>b. Swimming area rules and emergency procedures must be posted at the swimming area and explained to the children.</p> <p>c. Swimming is prohibited when fewer than the required qualified staff members are present.</p> <p>If the center uses a swimming area at a lake or pond, swimming area rules and emergency procedures must be posted at the swimming area and explained to the children.</p>	

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- a. A swimming supervisor must be present who, as a minimum, holds a current American Red Cross lifeguard training certificate or equivalent certification from a group such as the YMCA or Boy Scouts.
- b. An additional staff member who holds at least an American Red Cross lifeguard training certificate or equivalent must be present at the swimming area for each 30 additional children in the water.
- c. At least 1 staff member must be at the swimming area for each 10 or fewer children present.
- d. Swimming is prohibited when fewer than the required qualified staff members are present.
- e. Swimming areas must be clearly designated.

If the center has a permanent wading pool, children in care can use it only in the presence of an adult who holds a current American Red Cross basic life guarding certificate or equivalent and is responsible for providing lifesaving protection for the children. The required child-staff ratio must be maintained at all times.

State has specific group size requirements for swimming and water activities	No
<i>Requirements: N/A</i>	
<i>Additional requirements: Child care staff must directly supervise and monitor all children while at the swimming area. Supervision must include monitoring children for exhaustion, distress, sunburn, heatstroke, and threat of drowning.</i>	

SUPERVISION OF CHILDREN TRANSPORTED IN VEHICLES

(see also [Facility Requirements – Transportation](#)) [↑](#)

State has requirements for the supervision of children when transported in a vehicle	Yes
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	
State has specific child-staff ratio requirements for transporting children in a vehicle	No
<i>Requirements: N/A</i>	
State has specific group size requirements for transporting children in a vehicle	No
<i>Requirements: N/A</i>	

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Additional requirements: N/A

SUPERVISION OF CHILDREN DURING FIELD TRIPS ↑	
State has requirements for the supervision of children during field trips	Yes
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	✓
State has specific child-staff ratio requirements for field trips	Yes
<i>Requirements: The child-staff ratios must be maintained at all times.</i>	
State has specific group size requirements for field trips	No
<i>Requirements: N/A</i>	
<i>Additional requirements: N/A</i>	

CARE OF CHILDREN

AGE DEFINITIONS ↑
Definition of "infant"
<i>Text of definition: An "infant nursery" provides care for children between the ages of 6 weeks and 18 months.</i>
Definition of "toddler"
<i>Text of definition: A "toddler nursery" provides care for children between the ages of 12 months (when walking independently) and 36 months.</i>
Definition of "preschool-age"
<i>Text of definition: "Preschool" is defined as a part-day child care program for 5 or more children between the ages of 2½ and 7 years.</i>
Definition of "school-age"
<i>Text of definition: "School-age child care center" is defined as a child care center that provides care for 5 or more children who are between 5 and 16 years of age.</i>

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CHILDREN'S HEALTH REQUIREMENTS ↑	
State requires children to have a physical exam to enroll in a center	Yes
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	✓
State requires children to have immunizations to enroll in a center	Yes
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:</i> Parents of other children in care must be notified if a child enters the center without having received the appropriate immunizations. Children's confidentiality must be maintained in accordance with state law.	
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:</i> N/A	

NUTRITION ↑	
State has requirements about nutrition and meals/snacks for children	Yes
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	✓

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Additional requirements: N/A

BEHAVIOR GUIDANCE AND DISCIPLINE	
State has requirements regarding behavior guidance and/or disciplining children	Yes
Specific forms of discipline/behavior guidance that centers ARE ALLOWED to use are in regulations	Yes
• Supervised separation from the group	✓
• Physical/corporal punishment <i>(Note: ✓ = state allows or it is not prohibited/addressed in regulations)</i>	
<i>Other forms of discipline allowed: N/A</i>	
Specific forms of discipline/behavior guidance that centers ARE NOT ALLOWED to use are in regulations	Yes
• Denial of food/food-related punishment	✓
• Derogatory remarks	✓
• Abusive language	✓
• Yelling or shouting/screaming	
• Physical punishment	✓
• 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: Children must not be subjected to physical or emotional harm or humiliation or any humiliating or frightening method of discipline.</i>	
Center must have written policies on discipline and behavior guidance practices	✓

PROGRAM AND ACTIVITIES	
Center must have a written daily schedule of activities	Yes
Center must post daily schedule	
Center must provide specific activities for children	Yes
Regular meal/snack times	
Nap or rest period	
Toileting and washing/hand washing	
Outdoor play	✓
Indoor play	
Child-initiated activities	
Staff-initiated activities	

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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: N/A</i>		
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: N/A</i>		
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: N/A</i>		
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: N/A</i>		
<i>Additional requirements: N/A</i>		

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PARENT INVOLVEMENT ↑	
State has requirements regarding parent involvement	No
Center must encourage parent involvement	
Center must provide opportunities for parent involvement	
<i>Additional requirements: N/A</i>	
State has requirements about parents' access to the center	Yes
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	
State has requirements about the center's communication with parents	Yes
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: Center must have a policy on parent and staff conferences to inform the parents or guardians of the child's behavior, progress, and social and physical needs.</i>	

SPECIALIZED CARE – INFANT AND TODDLER ↑	
State has requirements that specifically address the care of infants and/or toddlers	Yes
State has requirements on the supervision of infants and/or toddlers	✓
<ul style="list-style-type: none"> • Each infant must have a primary caregiver 	
State has requirements for staff working with infants and/or toddlers	✓
<i>Staff requirements:</i>	
Infant nursery supervisor:	
a. A registered nurse, licensed to practice in Colorado, with a minimum of 6 months of experience in the care of infants, which may include parenting experience with an infant.	
b. A licensed practical nurse with 12 months of experience in the care of infants, which may include parenting experience with an infant.	
c. An adult who holds a certificate in infant and toddler care from an accredited college or university with completion of a minimum of 30 semester hours in the following subject matter: child growth and development, infant stimulation, nutrition, and care practices with children birth to 3 years old.	
d. An adult who is certified as a Child Development Associate (CDA) or Certified Child Care Professional (CCP).	

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- e. An adult who is at least 19 years of age; is qualified as a group leader; has a minimum of 12 months of verifiable full-day experience in the group care of infants or toddlers; and has completed at least 3 semester hours or equivalent in college courses on the development and care of infants and toddlers in a group setting or has successfully completed a course of training approved by the Department specific to the development and care of infants and toddlers in a group setting. Content in such courses must include the following subject matter: child growth and development, infant stimulation, nutrition, and care practices with children birth to 3 years old.
- f. An adult who is at least 19 years of age; is qualified as a group leader; has at least 2 years of verifiable full-day experience in the group care of infants or toddlers; and will complete within the first 6 months of employment, 3 semester hours or equivalent quarter hours of college courses or successfully complete a course of training approved by the Department specific to the development and care of infants and toddlers in a group setting with the following content: child growth and development, infant stimulation, nutrition, and care practices with children birth to 3 years old.
- g. An adult who has had 5 years of verifiable full-day, supervised experience in the care of children under 3 years of age.

Infant nursery group leader: Must have completed 8 hours of orientation in the infant nursery; have at least 6 months of experience in the care of infants or toddlers, which may include parenting experience; and must meet qualifications for a group leader or be qualified as an infant nursery supervisor.

Infant nursery staff aide: Must be at least 18 years old; have completed 8 hours of orientation at the infant nursery; and must work under the direct supervision of an infant group leader.

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	✓
State has requirements on reducing the risk of Sudden Infant Death Syndrome (SIDS)	
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: N/A</i>	

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SPECIALIZED CARE – SCHOOL-AGE ↑	
State has requirements that specifically address the care of school-age children	Yes
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 Care of Mildly Ill Children) ↑	
State has requirements that specifically address the care of children who are mildly ill	Yes
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 Supervision of Children During Evening/Overnight Care) ↑	
State has requirements that specifically address the care of children during evening/overnight hours	Yes
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 ↑	
State has requirements that specifically address the care of children in drop-in programs	Yes
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	✓

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State has requirements for the facility related to the care of children in drop-in programs	✓
<i>Additional requirements on drop-in care: N/A</i>	

FACILITY REQUIREMENTS

ENVIRONMENT	
State has requirements about environmental tests of the facility	No
Requires lead tests	
Requires asbestos tests	
Requires radon tests	
State has requirements about environmental inspections	Yes
Requires fire inspections	Required, see below for timeframe
Requires health inspections	Required, see below for timeframe
Requires building code inspections	
<i>Additional requirements: Fire and health inspections are required prior to the original license being issued, following the renovation of the facility that would affect the licensing of the facility, and at least every 2 years thereafter.</i>	

SQUARE FOOTAGE	
Number of square feet of indoor space per child	30 square feet
Total amount of square feet for area	N/A
<i>Additional requirements: N/A</i>	
Number of square feet of outdoor space per child	75 square feet
Total amount of square feet for area	1,500 square feet
<i>Additional requirements: A shaded area in the fenced play area of at least 150 square feet must be provided by means of trees or other cover to guard children against the hazards of excessive sun and heat. In the infant nursery, the outdoor play area must be a minimum of 400 square feet.</i>	
Number of square feet per child, based on age of child	
Per infant	50 square feet
Per toddler	45 square feet
Per preschool-age child	30 square feet
Per school-age child	30 square feet
<i>Additional requirements:</i>	

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Infant: 50 square feet if space combines sleep and play area; 35 square feet if sleep area is separate.
 Toddler: 45 square feet if space combines sleep and play area; 30 square feet if sleep area is separate.

CONDITION OF FACILITY AND EQUIPMENT ↑	
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 ↑	
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:</i> All pieces of permanently installed playground equipment must be surrounded by a resilient surface of a depth of at least 4 inches. By January 1, 2003, for equipment over 3 feet, resilient material must be a depth of at least 6 inches. Rubber mats manufactured for such use consistent with the guidelines of the Consumer Product Safety Commission may be used in place of resilient material for both equipment heights.	
State has requirements on sleeping equipment	✓
State requires equipment to be free of components that can pinch, shear, or crush body tissues	

OUTDOOR SPACE ↑	
State requires outdoor space is enclosed/has a fence	Yes
<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	

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FIRE SAFETY	
State has requirements on fire safety in child care centers	Yes
Centers are required to have an evacuation plan for fires	✓
Centers must conduct fire drills	✓
<i>Time interval for fire drills:</i> Fire exit drills must be held often enough that all occupants are familiar with the drill procedure and their conduct during a drill is a matter of established routine.	
<i>Additional requirements:</i> N/A	

GENERAL EMERGENCY PLANS	
Center must have a general emergency plan for all emergencies	No
Center must have a general evacuation plan for all emergencies	
State requires centers to conduct drills for all emergencies	
<i>Time interval between drills:</i> N/A	

EMERGENCY PREPAREDNESS	
State has requirements on emergency preparedness	Yes
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:</i> N/A	

SECURITY	
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:</i> N/A	

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TRANSPORTATION (see also Supervision for Transporting Children in Vehicles) ↑	
State has requirements on transporting children in vehicles	Yes
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	✓
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 ↑	
State requires centers to have liability insurance	No
General liability insurance required	No
<i>Amount of insurance required: N/A</i>	
Professional liability insurance required	No
<i>Amount of insurance required: N/A</i>	
Automobile insurance required	No
<i>Amount of insurance required: N/A</i>	
Medical payment insurance required	No
<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 ↑	
State has requirements on the administration of medication to children	Yes
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>	

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MEDICAL PROCEDURES ↑	
State has requirements on performing medical procedures on children	No
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>	

CARE OF MILDLY ILL CHILDREN (see also Specialized Care – Mildly Ill Children) ↑	
State has requirements on the care of mildly ill children	Yes
Centers can admit a child who is mildly ill	
Centers can exclude a child who is mildly ill	✓
<i>Additional requirements: The director must ask parents to report exposure of a child to communicable illness outside of the center, and, at the discretion of the director, the child should be excluded from the center for the period of time prescribed by the child's physician or by the local health department.</i>	

INCIDENT REPORTING ↑	
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: Within 24 hours, excluding weekends and holidays, of the occurrence of a critical incident at the facility or within 24 hours of a child's return to the facility if the child was on authorized or unauthorized leave from the facility, the facility or child placement agency must report in writing to the licensing or certifying authority the following critical incidents involving a child in the care of the facility or a staff member on duty: An injury to a child or staff member that requires emergency medical attention by a health care professional or admission to a hospital. Reports of serious injuries and accidents occurring during care that result in the hospitalization or death of a child must be included in children's records.</i>	

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

HAND WASHING ↑	
State has requirements on hand washing for staff	No
State has requirements for centers that specify when staff must wash their hands	
<ul style="list-style-type: none"> Center staff must wash their hands after toileting Center staff must wash their hands after diapering a child Center staff must wash their hands after toileting a child Center staff must wash their hands before and/or after preparing, serving, or eating food 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: N/A</i>	
State has requirements on the location and/or amount of hand washing facilities for staff	
State has requirements on hand washing for children	Yes
State has requirements for centers that specify when children must wash their hands	
<ul style="list-style-type: none"> 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: Overnight care: Children's faces and hands must be washed, and children must be changed into comfortable clothing for sleeping.</i>	
State has requirements on the location and/or amount of hand washing facilities for children	
<i>Additional requirements: Children's hand washing must be supervised and must be taught when necessary.</i>	

DIAPERING ↑	
State has requirements on diapering	Yes
State requirements specify when a staff person must change a child's diaper	
Staff person changing diaper must wear gloves	

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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:</i> Diapering area must be adjacent to or within reach of a hand washing sink.	
<i>Additional requirements:</i> No requirements on diapering practices.	

SMOKING POLICIES ↑	
State has requirements about smoking in centers	Yes
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	✓
Smoking is allowed in a designated area	
<i>Additional requirements:</i> Smoking is prohibited during business hours in all areas where child care is provided and when transporting children.	

HAZARDOUS MATERIALS ↑	
State has requirements about the accessibility of hazardous supplies/materials	Yes
Hazardous supplies/materials must be kept out of the reach of children	✓
<i>Additional requirements:</i> N/A	

FIREARMS ↑	
State has requirements about the presence of firearms in the facility	Yes
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> Firearms must not be stored in any area of the building used for child care.	

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ANIMALS IN FACILITY ↑	
State has requirements about animals in the facility	No
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: N/A</i>	

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