

2005 Child Care Licensing Study Texas

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](#)
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- [Quality Initiatives](#)

STATE LICENSING AGENCY



LICENSING AGENCY CONTACT INFORMATION		
Agency name: Texas Department of Family and Protective Services		
Address: Child Care Licensing P.O. Box 149030		
City: Austin	State: TX	Zip: 78714-9030
Phone: 512-438-4800	Toll Free: 800-862-5252	
Fax: 512-339-5872	E-mail:	
Web site: http://www.dfps.state.tx.us/Child_Care/About_Child_Care_Licensing/		

NUMBER OF LICENSED FACILITIES



NUMBER OF LICENSED FACILITIES	
Child care centers	8,889
Small family child care homes	8,422
Large/group family child care homes	1,732
<i>Other types of licensed facilities:</i> Listed homes	3,845
Total number of licensed facilities	19,043
Data notes:	

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LICENSED CAPACITY	
Child care centers	820,360
Small family child care homes	50,532
Large/group family child care homes	20,667
<i>Other types of licensed facilities:</i>	11,535
Total licensed capacity	891,559
Data notes: N/A	

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	238
Data notes:	

LINE STAFF ESTIMATED CASELOAD	
Estimated caseload ratio (number of facilities per staff)	96:1
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	28
Data notes:	

TYPES OF INSPECTIONS



Type of Inspection Conducted	Child Care Centers	Small 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:			
Routine compliance	✓	✓	✓
• Announced			
• Unannounced	✓	✓	✓
Data notes:			

FREQUENCY OF INSPECTIONS



FREQUENCY OF REQUIRED INSPECTION VISITS	
Type of Facility	Frequency of Inspection Visits
Child care centers	Once a year
Small family child care homes	Once every 3 years
Large/group family child care homes	Once a year
<i>Other frequency of inspection:</i>	
Data notes:	

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FREQUENCY OF LICENSING



LENGTH OF LICENSE	
Type of Facility	Length of License
Child care centers	Non-expiring license
Small 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	Once every 2 years
Small family child care homes	Once every 3 years
Large/group family child care homes	Once every 2 years
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	No
<i>Use of form described:</i>	
Small family child care homes	No
<i>Use of form described:</i>	
Large/group family child care homes	No
<i>Use of form described:</i>	
Data notes:	
State has policies on when to switch from abbreviated compliance review to a full compliance review	
Child care centers	No
Small family child care homes	No
Large/group family child care homes	No
Data notes:	

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DIFFERENTIAL MONITORING	
<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>	
System of differential monitoring based on compliance records used for inspections	
Child care centers	Yes
<i>System of assessing compliance and differential monitoring:</i>	
Small family child care homes	Yes
<i>System of assessing compliance and differential monitoring:</i>	
Large/group family child care homes	Yes
<i>System of assessing compliance and differential monitoring:</i>	
Data notes:	

TECHNICAL ASSISTANCE AND CONSULTATION			
Technical assistance/consultation provided to help licensees achieve compliance with licensing regulations			
Child care centers	Yes		
Small family child care homes	Yes		
Large/group family child care homes	Yes		
Technical assistance/consultation provided to help licensees move beyond minimum licensing regulations			
Child care centers	No		
Small family child care homes	No		
Large/group family child care homes	No		
Data notes:			
Means of providing technical assistance/consultation	Child Care Centers	Small 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>			
Data notes:			

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Referrals made to other agencies/organizations/individuals for technical assistance	
Child care centers	✓
Small family child care homes	✓
Large/group family child care homes	✓
<i>Agencies, organizations, or individuals used for technical assistance referrals:</i> Referrals are given with technical assistance. Information about accrediting organizations such as NAEYC is shared when operations express interest. We refer to Texas Rising Star, the tiered system for reimbursement, managed by the Texas Workforce Commission.	

DATA AUTOMATION	
Basic licensing data is automated	Yes
Data notes: N/A	
Portable computers and inspection software used for inspections	
Child care centers	No
Small family child care homes	No
Large/group family child care homes	No
Data notes:	
<i>Other tools used for inspections and monitoring:</i> 1) Playground probes that measure openings in equipment for possible entrapment dangers. 2) Digital cameras for all line staff. 3) Online dictation service for abuse investigators.	Yes

COMPLAINT INVESTIGATIONS



INVESTIGATIONS	
Licensing agency conducts complaint investigations	
Child care centers	Yes
Small 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
Small 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
Small family child care homes	No
Large/group family child care homes	No
State uses other complaint investigation staff	
Child care centers	No
Small 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	Yes
Small family child care homes	Yes
Large/group family child care homes	Yes
Data notes:	

NUMBER OF COMPLAINTS				
Number of Licensing Complaints	Child Care Centers	Small Family Child Care Homes	Large/Group Family Child Care Homes	Total
Number of licensing complaints filed	8,881	773	0	9,654
Number of substantiated licensing complaints	2,521	268	84	2,873
Data notes: Data is for Fiscal Year 2004. The number of licensing complaints filed for large FCC homes is included in the number for centers.				
<i>Nature of licensing complaints:</i> This data is based on the four violations cited most frequently. For centers, the top two violations were in the category of Responsibilities of Child Care Personnel; Ratios and Safety Violations were the other two categories. For small FCC homes, the top four violations occurred in Responsibilities of the Caregiver and Household Members, Ratios, and Operating Illegally. For large/group FCC homes, the top four violations occurred in Responsibility of Caregivers and Household Members, Exceeding Capacity, and Operating Illegally.				

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	✓
<i>Other agency:</i>	
Data notes:	

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Number of child abuse and neglect complaints	Child Care Centers	Small Family Child Care Homes	Large/Group Family Child Care Homes	Total
Number of child abuse and neglect complaints filed	978	110	0	1,088
Number of substantiated child abuse and neglect complaints	179	14	0	193
Data notes: Data is for Fiscal Year 2004. Data for large FCC homes is included with data for centers.				

ENFORCEMENT ACTIONS



USE OF ENFORCEMENT ACTIONS						
Enforcement Actions	Child Care Centers		Small Family Child Care Homes		Large/Group Family Child Care Homes	
	Used	Num.	Used	Num.	Used	Num.
Revocation of license	✓	17	✓	11	✓	0
Denial of license	✓	11	✓	15	✓	0
Immediate closure of facility		0		0		0
Non-renewal of license		0		0		0
Probation	✓	31	✓	8	✓	0
Conditional license	✓	353	✓	4	✓	1
Consent agreement		0		0		0
Civil fine	✓	0	✓	0	✓	0
Criminal fine		0		0		0
Imprisonment		0		0		0
<i>Other enforcement actions:</i> Suspended – voluntary or imposed closure to allow limited time to correct deficiencies.	✓	23	✓	24	✓	0
Data notes: Data is for Fiscal Year 2004. For large FCC homes, the data/numbers for revocation of license, denial of license, probation, and other actions is included in the figures for centers.						

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Legal representation for licensing agency: Our agency has a legal division, where three attorneys are assigned to child care licensing for litigation and policy.

ACCESS TO LICENSING INFORMATION



LICENSING INFORMATION ON THE INTERNET	
Licensing inspection reports are available on the Internet for parent and public access	Yes, the full report
Data notes:	
Complaints against facilities are included in licensing reports on the Internet	Yes, all complaints
Data notes:	

LICENSING FEES



LICENSING FEES CHARGED			
Fees are charged for a license			
Child care centers	Yes		
Small family child care homes	Yes		
Large/group family child care homes	Yes		
Data notes:			
Type of Licensing Fee	Child Care Centers	Small 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> N/A			
Data notes: N/A			
Amount of Licensing Fee	Child Care Centers	Small Family Child Care Homes	Large/Group Family Child Care Homes
Flat fee	\$35	\$35	\$35
Fee based on maximum number of children in facility	\$1 for each licensed slot		\$1 for each licensed slot
<i>Other type of fee:</i>			
Data notes:			

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LICENSING STAFF REQUIREMENTS



LICENSING STAFF POSITION	
Name of licensing line staff position	Child Care Licensing Specialist, Child Care Investigator Specialist (investigates abuse/neglect in child care facilities)

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> None specified.	
Experience working in a setting with children required prior to working as a licenser	No
Data notes:	

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STAFF TRAINING	
Annual training requirements	
Additional training required each year	No
Data notes: Voluntary certification program that most line staff participate in as there is monetary compensation for the 2 levels of certification.	
<i>Amount of required training:</i>	
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	

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Licensing fees	
Do not know	
<i>Other funding sources:</i>	
Data notes:	

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:	

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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>	8

Qualification alternative #1: A day-care administrator's credential issued by a professional organization or educational institution and approved by Licensing based on criteria specified in Subchapter P of Chapter 745 of this title, (relating to Day-Care Administrator's Credential Program)

Time frame for requirements:

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

Experience requirements:

Amount of experience required	2 years
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Qualification alternative #2: A Child Development Associate credential or Certified Child-Care Professional credential with six college credit hours in business management	
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	2 years

Qualification alternative #3: Nine college credit hours in child development and nine college credit hours in business management	
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	3 years

Qualification alternative #4: A child-care administrator's certificate from a community college with at least 15 college credit hours in child development and three college credit hours in business management	
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	2 years

Qualification alternative #5: Sixty college credit hours with nine college credit hours in child development and six college credit hours in business management	
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	2 years

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Qualification alternative #6: An associate's of applied science degree in a closely related field with six college credit hours in child development and six college credit hours in business management. A "closely related field" is any educational instruction pertaining to the growth, development, physical or mental care, or education of children ages birth through 13 years	
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	2 years

Qualification alternative #7: An associate's of applied science degree in child development with six college credit hours in child development and six college credit hours in business management.	
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	2 years

Qualification alternative #8: A bachelor's degree with 12 college credit hours in child development and six college credit hours in business management	
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	

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• <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> A "closely related field" is any educational instruction pertaining to the growth, development, physical or mental care, or education of children ages birth through 13 years	✓	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 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>	2

Qualification alternative #1: Six months prior experience in a regulated child-care center	
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 #2: Eight hours of pre-service training in early childhood education or equivalent	
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

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	

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Associate's degree in a related field: 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: 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 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: Completed a child-care-related career program, which the Texas Education Agency or another state or federal agency approves	
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
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	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

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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	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>	2

Qualification alternative #1: Enrolled in a child-care-related career program, which the Texas Education Agency or another state or federal agency approves	
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 #2: Completed a child-care-related career program, which the Texas Education Agency or another state or federal agency approves	
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

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	

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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	

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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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](#)
- [Specialized Care – School-Age](#)
- [Specialized Care – Mildly III Children](#)
- [Specialized Care – Evening/Overnight Care](#)
- [Specialized Care – Drop-In Care](#)

FACILITY REQUIREMENTS

- [Environment](#)
- [Square Footage](#)
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- [Firearms](#)
- [Animals in Facility](#)

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LICENSING REGULATIONS



CHILD CARE CENTER REGULATIONS SUMMARY	
↑	
Name of regulations: Minimum Standard Rules for Licensed Child-Care Centers	
Date of regulations: 09/01/2003	
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> N/A	

DEFINITION OF LICENSED CHILD CARE/DAY CARE CENTERS



DEFINITION OF LICENSED CENTERS	
↑	
State has definition of "child care center" or "day care center"	Yes
<i>Text of definition:</i> "Child-care center" is defined as a child-care facility that is licensed to care for seven or more children for less than 24 hours per day, at a location other than the permit holder's home.	
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	

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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	6 or fewer
Number of hours child care services are provided to be exempt	N/A
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":</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	✓

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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	
<p><i>Other programs where parents are on the premises:</i> Meets the following criteria: (A) The program operates in association with a business or religious organization; (B) The parent or person responsible for the child attends or engages in some activity nearby; (C) A child may only be in care when the parent or person responsible for the child attends or engages in the nearby activity; and (D) The parent or person responsible for the child can be contacted at all times.</p>	
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	
<p><i>Other exemptions:</i></p> <ul style="list-style-type: none"> • A facility operated on a federal installation, including military bases and Indian reservations. • A facility operated by the Texas Youth Commission (TYC) or providing services solely for TYC. • Any correctional facility for children operated or regulated by another state agency or political subdivision. • A treatment facility or structured program for treating chemically dependent persons that is licensed by the Texas Commission on Alcohol and Drug Abuse. • Parents Day Out Program that operates no more than two days a week and for less than 24 hours a day. • Short-Term Program that operates no more than 11 weeks during the year and only provides care for children who are at least five years and under 14 years. • Respite Care Program • Foreign Exchange/Sponsorship Program • Arrangement between friends for temporary residential child care for one child or a 	

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<p>sibling group.</p> <ul style="list-style-type: none"> • Accredited educational facility for grades pre-kindergarten and above. • Before and/or after-school child day-care operated by an accredited educational facility where all children in the program are at least pre-kindergarten age. • Before and/or after-school child day-care operated by a contracted entity where all children in the program are at least pre-kindergarten age. • An educational facility that is a member of an organization that either: <ul style="list-style-type: none"> (i) publishes health, safety, fire, and sanitation standards equal to those required by the state, county, or municipality; or (ii) follows the state, county, or municipal health, safety, and fire codes. • Private educational facility, including an educational facility that is religious in nature, where all children are at least kindergarten-age.
Data notes: N/A

CENTER STAFF REQUIREMENTS

STAFF ROLES ↑		
Role	Role Included in Regulations	State's Role Name
Director	Yes	Director; 13 or more children; 12 or fewer
Master teacher	No	N/A
Teacher	Yes	Caregiver
Assistant teacher	Yes	Caregiver
Aide	Yes	Caregiver

AGE AND HIGH SCHOOL DIPLOMA REQUIREMENTS ↑			
Role	Minimum Age Requirement	Other Age Requirements	High School Diploma or GED Required
Director	21	N/A	HS diploma or GED required
Master teacher	N/A	N/A	N/A
Teacher	18	N/A	HS diploma or GED required
Assistant teacher	16	N/A	HS diploma or GED required
Aide	16	N/A	Attending HS or GED prep courses

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Additional requirements:

Assistant Teacher:

(a) You may employ a 16 or 17 year old who has a high school diploma or its equivalent and count the person in the child/caregiver ratio, provided that:

(1) You don't leave the person alone with or in charge of the child-care center or a group of children;

(2) The person works in the same room with and is supervised by a caregiver qualified under §746.1107 of this title (relating to What additional minimum qualifications must each of my caregivers meet?); and

(3) The person has completed a child-care-related career program, which the Texas Education Agency or another state or federal agency approves.

Aide:

(b) You may employ a 16,17, or 18 year old who attends high school but has not graduated and count the person in the child/caregiver ratio, provided that:

(1) You don't leave the person alone with or in charge of a group of children or the child-care center;

(2) The person works in the same room with and is supervised by a caregiver qualified under §746.1107 of this title (relating to What additional minimum qualifications must each of my caregivers meet?);

(3) The person is currently enrolled in or has completed a child-care-related career program, which the Texas Education Agency or another state or federal agency approves; and

(4) The person is expected to obtain a high school diploma.

Age 18 is the minimal age a caregiver can be expected to make independent decisions and respond appropriately to the needs of children. A high school diploma or its equivalency is a recognized indicator of basic literacy in our society."

OTHER ROLES IN REGULATIONS ↑

Role	Included in Regulations	Minimum Age Requirement	Other Requirements
Substitute	✓	N/A	Must meet caregiver qualifications is counted in ratio; must meet requirements for employees if not in ratio
Volunteer	✓	N/A	Must meet caregiver qualifications is counted in ratio; must meet requirements for employees if not in ratio
<i>Other roles:</i> Driver	✓	N/A	Not specified

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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: N/A</i>		

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	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 	
Center staff required to have tuberculosis screening	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 provide proof of immunizations	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 	
Center staff must meet additional requirements regarding their health	No
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: N/A</i>	

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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	No
• 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.)	
State requires checks of the sex offender registry	No
State requires center staff to sign a statement about criminal status	
<i>Additional requirements: Centers must request FBI criminal history checks on persons who live outside of Texas or about whom there is reason to believe other criminal history exists. In these situations center must submit FBI fingerprints cards.</i>	

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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> Your orientation for employees must include at least the following:	
(1) An overview of the minimum standards found in this chapter;	
(2) Your center's operational policies including discipline, guidance, and the release of children;	
(3) An overview of symptoms of child abuse, neglect, and sexual abuse and the responsibility for reporting these;	
(4) The procedures to follow in handling emergencies. Emergencies may include, but are not limited to, fire, explosion, tornado, toxic fumes, volatile persons, and severe injury or illness of a child or adult; and	
(5) The use and location of fire extinguishers and first-aid equipment.	
<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	
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	

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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	No
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	
<p><i>Additional health and safety training:</i> Required in orientation: An overview of symptoms of child abuse, neglect, and sexual abuse and the responsibility for reporting these.</p> <p>The procedures to follow in handling emergencies. Emergencies may include, but are not limited to, fire, explosion, tornado, toxic fumes, volatile persons, and severe injury or illness of a child or adult; and The use and location of fire extinguishers and first-aid equipment.</p> <p>If a caregiver provides care for children younger than 24 months of age, one hour of that caregiver's pre-service training must cover the following topics: (1) Recognizing and preventing shaken baby syndrome; (2) Preventing sudden infant death syndrome; and (3) Understanding early childhood brain development.</p> <p>Required in ongoing training: Adult and child health; safety; risk management; identification and care of ill children</p>	

ONGOING TRAINING	
Ongoing training required for directors	Yes
Number of hours required annually	20
Number of hours required bi-annually	
Number of hours averaged over two years	
Number of credit hours	
<i>Other:</i> N/A	
Ongoing training required for master teachers	No
Number of hours required annually	
Number of hours required bi-annually	

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Number of hours averaged over two years	
Number of credit hours	
<i>Other: N/A</i>	
Ongoing training required for teachers	Yes
Number of hours required annually	15
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	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>	
Ongoing training required for aides	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>	
Ongoing training hours required in specific content areas for center directors	Yes
<p><i>Content of ongoing training hours:</i> At least 6 clock hours of the annual training must be in one or more of the following topics: (1) Child growth and development; (2) Guidance and discipline; (3) Age-appropriate curriculum; and (4) Teacher-child interaction.</p> <p>A director with 5 or fewer years of experience as a qualified director of a child-care center must also complete at least 6 clock hours of the annual training in management techniques, leadership, or staff supervision.</p> <p>A director with more than 5 years of experience as a qualified director of a child-care center must complete at least 3 clock hours of the annual training in management techniques, leadership, or staff supervision.</p> <p>If the center provides care for children younger than 24 months of age, one hour of the annual training must cover the following topics: (1) Recognizing and preventing shaken baby syndrome; (2) Preventing sudden infant death syndrome; and (3) Understanding early childhood brain development.</p>	

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The remainder of the 20 clock hours of annual training must be selected from the training topics specified in §746.1309(c) of this title (relating to How many clock hours of annual training must be obtained by caregivers?).	
Ongoing training hours required in specific content areas for teaching staff	Yes
<p><i>Content of ongoing training hours:</i> At least clock hours of annual training must be in one or more of the following topics:</p> <p>(1) Child growth and development; (2) Guidance and discipline; (3) Age-appropriate curriculum; and (4) Teacher-child interaction.</p> <p>The remaining clock hours of annual training must be in one or more of the following topics:</p> <p>(1) Care of children with special needs; (2) Adult and child health; (3) Safety; (4) Risk management; (5) Identification and care of ill children; (6) Cultural diversity for children and families; (7) Professional development (for example, effective communication, time and stress management); (8) Preventing the spread of communicable diseases; (9) Topics relevant to the particular age group the caregiver is assigned (for example, caregivers assigned to an infant or toddler group should receive training on biting and toilet training); (10) Planning developmentally appropriate learning activities; and (11) Minimum standards and how they apply to the caregiver.</p> <p>If a caregiver provides care for children younger than 24 months of age, one hour of that caregiver's annual training must cover the following topics:</p> <p>(1) Recognizing and preventing shaken baby syndrome; (2) Preventing sudden infant death syndrome; and (3) Understanding early childhood brain development.</p>	
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>	
Delivery methods accepted/approved for ongoing training hours are specified	Yes
Adult education courses	
Training provided by an approved or accredited secondary institution/vocational school	

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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	✓
<p><i>Other:</i> Training may include clock hours or CEUs obtained through:</p> <p>(1) Workshops or courses offered by local school districts, colleges or universities, or Licensing;</p> <p>(2) Conferences;</p> <p>(3) Self-instructional materials, excluding CPR and first aid;</p> <p>(4) Planned learning opportunities provided by child-care associations or Licensing; or</p> <p>(5) Planned learning opportunities provided by professional consultants or by a child-care center director or caregiver that meets minimum standard qualifications.</p> <p>A caregiver may obtain no more than one-half of the required 15 clock hours of annual training from self-instructional materials.</p>	

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	4:1	10
9 months	4:1	10
18 months	9:1	18
27 months	11:1	22
3 years	15:1	30
4 years	18:1	35
5 years	22:1	35
6 years	26:1	35
7 years	26:1	35
8–9 years	26:1	35
10 years and older	26:1	35
<i>Additional requirements: N/A</i>		

[↑](#)

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MIXED-AGE GROUPS ↑	
State permits mixed-age groupings of children	Yes
<i>Child-staff ratio requirements for mixed-age groups:</i> The child-caregiver ratio must be met for each group and activity.	
<i>Group size requirements for mixed-age groups:</i> N/A	
<p><i>Additional requirements:</i> When 13 or more children are in care, you may mix groups for joint activities and exceed the maximum group size for limited times under the following conditions:</p> <p>(1) For children 18 months through 4 years, for a maximum of 30 minutes;</p> <p>(2) For children five years and older, for a maximum of 1 ½ hours;</p> <p>(3) For mealtimes, field trips, outdoor play, and naptimes, for the length of that activity.</p> <p>If you have 13 or more children in care, you may combine infants with older children as long as the oldest child in the group is not more than 18 months older than the youngest child. For example, if the youngest child in a group is eight months old, the oldest child in the group must not be more than 26 months old.</p>	

ADDITIONAL REQUIREMENTS ↑	
State has a definition for "group"	Yes
<i>Text of definition:</i> A group of children is defined by the number of children assigned to a specific caregiver or group of caregivers, occupying an individual classroom or well-defined physical space within a larger room. Each child in any group has two things in common with every other child in his group: the same caregiver(s) responsible for the child's basic needs and the same classroom or activity space. Generally, the group stays with the assigned caregiver(s) throughout the day and may move to different areas throughout the child-care center, indoors and out. The group may not mix freely with other children, unless specific criteria are met as specified in this subchapter. The number of children who may be in a group varies according to the age of the children and the number of caregivers as specified in this subchapter.	
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	✓

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<p><i>Conditions:</i> If 13 or more children are in care, you may reduce the child/caregiver ratio for children 18 months and older by 50 percent during naptime under the following conditions:</p> <p>(1) Groups of children using reduced ratio must be combined in a central sleeping location that safely accommodates naptime equipment;</p> <p>(2) Groups of children that cannot be combined in a central location due to space limitations must not use reduced ratios;</p> <p>(3) Caregivers with groups that cannot be combined must not be counted as additional caregivers in the building or in the naptime ratio;</p> <p>(4) If only one caregiver is required to supervise the naptime group, at least one other employee or caregiver must be present in the building;</p> <p>(5) If more than one caregiver(s) must supervise the naptime group, one additional employee or caregiver must be present in the building for every two caregivers supervising the naptime group;</p> <p>(6) Caregivers supervising during naptime must be physically present in the room or area in which children are napping and must be able to summon the additional employee(s) without leaving the room or area; and</p> <p>(7) Other child-care center employees, such as the director or cook, who are not supervising a group of children may be counted as additional adults required in the building during naptime.</p>	
Centers allowed legally to exceed required group size	✓
<p><i>Conditions:</i> When 13 or more children are in care, you may mix groups for joint activities and exceed the maximum group size for limited times under the following conditions:</p> <p>(1) For children 18 months through four years, for a maximum of 30 minutes;</p> <p>(2) For children five years and older, for a maximum of 1 ½ hours;</p> <p>(3) For mealtimes, field trips, outdoor play, and naptimes, for the length of that activity.</p>	
State has requirements for the supervision of children based on the size of the center	Yes
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	

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	

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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	
<p><i>Additional requirements:</i> Supervise children at all times, adjusting appropriately for different ages and abilities of children; Supervising children at all times means that the assigned caregiver is accountable for each child's care. This includes responsibility for the ongoing activity of each child, appropriate visual and/or auditory awareness, physical proximity, and knowledge of activity requirements and each child's needs. The caregiver must intervene when necessary to ensure children's safety. In deciding how closely to supervise children, the caregiver must take into account:</p> <p>(1) Ages of the children;</p> <p>(2) Individual differences and abilities;</p> <p>(3) Indoor and outdoor layout of the child-care center; and</p> <p>(4) Neighborhood circumstances, hazards, and risks.</p>	

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	Yes
<p><i>Requirements:</i> If 13 or more children are in care, you may reduce the child-caregiver ratio for children 18 months and older by 50 percent during naptime under the following conditions:</p> <p>(1) Groups of children using reduced ratio must be combined in a central sleeping location that safely accommodates naptime equipment;</p> <p>(2) Groups of children that cannot be combined in a central location due to space limitations must not use reduced ratios;</p> <p>(3) Caregivers with groups that cannot be combined must not be counted as additional caregivers in the building or in the naptime ratio;</p> <p>(4) If only one caregiver is required to supervise the naptime group, at least one other employee or caregiver must be present in the building;</p> <p>(5) If more than one caregiver(s) must supervise the naptime group, one additional employee or caregiver must be present in the building for every two caregivers supervising the naptime group;</p> <p>(6) Caregivers supervising during naptime must be physically present in the room or area in</p>	

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<p>which children are napping and must be able to summon the additional employee(s) without leaving the room or area; and</p> <p>(7) Other child-care center employees, such as the director or cook, who are not supervising a group of children may be counted as additional adults required in the building during naptime.</p> <p>Regulations have a chart showing the 50 percent naptime ratio and the number of additional caregivers required in the building.</p>	
State has specific group size requirements for naptime	Yes
<p><i>Requirements:</i> When 13 or more children are in care, you may mix groups for joint activities and exceed the maximum group size for limited times under the following conditions:</p> <p>(1) For children 18 months through 4 years, for a maximum of 30 minutes;</p> <p>(2) For children 5 years and older, for a maximum of 1 ½ hours;</p> <p>(3) For mealtimes, field trips, outdoor play, and naptimes, for the length of that activity.</p>	
<p><i>Additional requirements:</i> Naptimes, or a period of rest for those children too old to nap, during which children should be supervised according to §746.1205 of this title (relating to "What does Licensing mean by "supervise children at all times"?). Supervising children at all times means that the assigned caregiver is accountable for each child's care. This includes responsibility for the ongoing activity of each child, appropriate visual and/or auditory awareness, physical proximity, and knowledge of activity requirements and each child's needs. The caregiver must intervene when necessary to ensure children's safety.</p>	

SUPERVISION OF CHILDREN DURING EVENING/OVERNIGHT CARE (see also Specialized Care – Evening/Overnight Care)	
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	Awake at all times
Center must have written supervision plan for evening/overnight care	
State has specific child-staff ratio requirements for evening/overnight care	Yes
<p><i>Requirements:</i> Additional caregivers are not needed for the child-caregiver ratio for nighttime care, although naptime ratios must not be used during nighttime care.</p>	
State has specific group size requirements for evening/overnight care	No
<p><i>Requirements:</i> N/A</p>	
<p><i>Additional requirements:</i> The caregiver must be on the same floor as the sleeping children.</p>	

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SUPERVISION OF CHILDREN DURING OUTDOOR PLAY ↑	
State has requirements for the supervision of children during outdoor play	Yes
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: N/A</i>	
State has specific group size requirements for outdoor play	Yes
<i>Requirements: When 13 or more children are in care, you may mix groups for joint activities and exceed the maximum group size for limited times under the following conditions: For mealtimes, field trips, outdoor play, and naptimes, for the length of that activity.</i>	
<i>Additional requirements: N/A</i>	

SUPERVISION OF CHILDREN DURING LARGE GROUP ACTIVITIES ↑	
State has requirements for the supervision of children during large group activities	Yes
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	Yes
<i>Requirements: When 13 or more children are in care, you may mix groups for joint activities and exceed the maximum group size for limited times under the following conditions:</i> (1) For children 18 months through 4 years, for a maximum of 30 minutes; (2) For children 5 years and older, for a maximum of 1 ½ hours; (3) For mealtimes, field trips, outdoor play, and naptimes, for the length of that activity. The child-caregiver ratio must be met for each group and activity.	
State has specific group size requirements for large group activities	Yes
<i>Requirements: N/A</i>	
<i>Additional requirements: N/A</i>	

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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:</i> (a) When your child-care center uses a swimming pool (more than two feet of water), there must be at least two caregivers supervising the children if four or more children are swimming. (b) The maximum number of children one caregiver can supervise while children are swimming is based on the age of the youngest child in the group and is specified in the following:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 60%;">0 - 23 months</td> <td style="width: 40%;">1:1</td> </tr> <tr> <td>2 years</td> <td>1:2</td> </tr> <tr> <td>3 years</td> <td>1:6</td> </tr> <tr> <td>4 years</td> <td>1:8</td> </tr> <tr> <td>5 years</td> <td>1:10</td> </tr> <tr> <td>6 years and older</td> <td>1:12</td> </tr> </table> <p>If only children from your child-care center are swimming, you may count the certified lifeguard in the child/caregiver ratio, although the lifeguard must never be left alone with any of the children unless the lifeguard is also a qualified caregiver for your center. To meet the child/caregiver ratio for splashing/wading and swimming activities, you may include adult volunteers and adult child-care center employees who do not meet the minimum qualifications for caregivers specified in Subchapter D of this chapter (relating to Personnel), provided that:</p> <ol style="list-style-type: none"> (1) You maintain at least the classroom child/caregiver ratios required in this subchapter with caregivers who do meet the minimum qualifications for caregivers; (2) All persons included in the ratios for water activities must be able to swim and must be prepared to do so in an emergency; and (3) You ensure compliance with all other minimum standards, including, but not limited to, standards relating to supervision, discipline and guidance. 		0 - 23 months	1:1	2 years	1:2	3 years	1:6	4 years	1:8	5 years	1:10	6 years and older	1:12
0 - 23 months	1:1												
2 years	1:2												
3 years	1:6												
4 years	1:8												
5 years	1:10												
6 years and older	1:12												
State has specific group size requirements for swimming and water activities	No												
<i>Requirements:</i> N/A													
<i>Additional requirements:</i> N/A													

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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	Yes
<i>Requirements:</i> When you transport children younger than 2 years, you must have one caregiver in addition to the driver for each group of four children younger than 2 years.	
State has specific group size requirements for transporting children in a vehicle	No
<i>Requirements:</i> N/A	
<i>Additional requirements:</i> When you transport children 2 years and older, you must comply with classroom child-caregiver ratio. The driver may be counted in this ratio if the driver meets caregiver qualifications.	

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	

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State has specific child-staff ratio requirements for field trips	Yes												
<p><i>Requirements:</i> When 13 or more children are in care, you may mix groups for joint activities and exceed the maximum group size for limited times under the following conditions:</p> <p>(1) For children 18 months through 4 years, for a maximum of 30 minutes;</p> <p>(2) For children 5 years and older, for a maximum of 1 ½ hours;</p> <p>(3) For mealtimes, field trips, outdoor play, and naptimes, for the length of that activity. The child/caregiver ratio must be met for each group and activity.</p> <p>When children are on a field trip and are mixing with children and adults who are not from your child-care center, including but not limited to, trips to the skating rink, shopping center, public or amusement park, you must meet the following child/caregiver ratio:</p> <table style="width: 100%; border: none;"> <tr><td style="padding-right: 20px;">0 - 23 months</td><td>1:1</td></tr> <tr><td>2 years</td><td>1:2</td></tr> <tr><td>3 years</td><td>1:6</td></tr> <tr><td>4 years</td><td>1:8</td></tr> <tr><td>5 years</td><td>1:10</td></tr> <tr><td>6 years and older</td><td>1:12</td></tr> </table> <p>When children are on a walk or field trip in an enclosed, controlled area, including but not limited to, specially arranged trips to the fire station, library or museum class for children in your child-care center only, you must maintain at least the classroom child/caregiver ratio.</p>		0 - 23 months	1:1	2 years	1:2	3 years	1:6	4 years	1:8	5 years	1:10	6 years and older	1:12
0 - 23 months	1:1												
2 years	1:2												
3 years	1:6												
4 years	1:8												
5 years	1:10												
6 years and older	1:12												
State has specific group size requirements for field trips	Yes												
<p><i>Requirements:</i> When 13 or more children are in care, you may mix groups for joint activities and exceed the maximum group size for limited times under the following conditions:</p> <p>(1) For children 18 months through 4 years, for a maximum of 30 minutes;</p> <p>(2) For children 5 years and older, for a maximum of 1 ½ hours;</p> <p>(3) For mealtimes, field trips, outdoor play, and naptimes, for the length of that activity. The child/caregiver ratio must be met for each group and activity.</p> <p><i>Additional requirements:</i> N/A</p>													

CARE OF CHILDREN

AGE DEFINITIONS
<p>Definition of "infant"</p> <p><i>Text of definition:</i> "Infant" is defined as a child from birth through 17 months.</p>
<p>Definition of "toddler"</p> <p><i>Text of definition:</i> "Toddler" is defined as a child from 18 months through 35 months.</p>
<p>Definition of "preschool-age"</p> <p><i>Text of definition:</i> "Preschoolers" is defined as children 18 months to 3 years of age.</p>

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Definition of "school-age"
<i>Text of definition: "School-age child" is defined as a child who is 5 years of age and older, and who will attend school at or away from the child care center in August or September of that year.</i>

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: N/A</i>	
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	
↑	
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	

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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 ↑	
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
<ul style="list-style-type: none"> • Supervised separation from the group 	✓
<ul style="list-style-type: none"> • Physical/corporal punishment <p><i>(Note: ✓ = state allows or it is not prohibited/addressed in regulations)</i></p>	
<p><i>Other forms of discipline allowed: A caregiver may only use positive methods of discipline and guidance that encourage self-esteem, self-control, and self-direction, which include at least the following:</i></p> <p>(1) Using praise and encouragement of good behavior instead of focusing only upon unacceptable behavior;</p> <p>(2) Reminding a child of behavior expectations daily by using clear, positive statements;</p> <p>(3) Redirecting behavior using positive statements; and</p> <p>(4) Using brief supervised separation or time out from the group, when appropriate for the child's age and development, which is limited to no more than one minute per year of the child's age.</p>	
Specific forms of discipline/behavior guidance that centers ARE NOT ALLOWED to use are in regulations	Yes
<ul style="list-style-type: none"> • Denial of food/food-related punishment 	✓
<ul style="list-style-type: none"> • Derogatory remarks 	✓
<ul style="list-style-type: none"> • Abusive language 	✓
<ul style="list-style-type: none"> • Yelling or shouting/screaming 	✓
<ul style="list-style-type: none"> • Physical punishment 	✓
<ul style="list-style-type: none"> • Forced napping/no nap/rest-related 	✓
<ul style="list-style-type: none"> • Physical/mechanical restraint 	
<ul style="list-style-type: none"> • Locked time-out room, closet, or dark room 	✓
<ul style="list-style-type: none"> • Punishment for toileting accident/toileting-related punishment 	✓
<ul style="list-style-type: none"> • Putting something in child's mouth 	✓
<ul style="list-style-type: none"> • Discipline/punishment by another child 	
<p><i>Other forms of discipline not allowed: Requiring a child to remain silent or inactive for inappropriately long periods of time for the child's age.</i></p>	
Center must have written policies on discipline and behavior guidance practices	

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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		✓
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: Opportunities to develop self-help skills such as toileting, hand washing, returning equipment to storage areas or containers, and serving and feeding.</i>		

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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: State also has requirements for activities for infants, toddlers, and school-age children. Requirements for prekindergarten-age children reported here.</i>	

PARENT INVOLVEMENT ↑	
State has requirements regarding parent involvement	Yes
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: Logs and daily communication required for care of infants.</i>	

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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	✓
• Each infant must have a primary caregiver	✓
State has requirements for staff working with infants and/or toddlers	✓
<i>Staff requirements:</i> If a caregiver provides care for children younger than 24 months of age, one hour of that caregiver's pre-service training must cover the following topics: (1) Recognizing and preventing shaken baby syndrome; (2) Preventing sudden infant death syndrome; and (3) Understanding early childhood brain development.	
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:</i> N/A	

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:</i> N/A	
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	

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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	No
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	
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>	

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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 prior to licensure and annually
Requires health inspections	Required annually
Requires building code inspections	0
<i>Additional requirements: N/A</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	80 square feet
Total amount of square feet for area	N/A
<i>Additional requirements: N/A</i>	
Number of square feet per child, based on age of child	
Per infant	N/A
Per toddler	N/A
Per preschool-age child	N/A
Per school-age child	N/A
<i>Additional requirements: N/A</i>	

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	

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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	✓
<p><i>Details on state requirements on surfaces under equipment:</i></p> <p>INDOOR: Floor surfaces under indoor-climbing equipment and platforms over 20 inches in height must have a unitary shock-absorbing surface that will effectively cushion the fall of a child. The surface must be installed in the use zone and maintained according to the manufacturer's directions. Carpeting alone, even if it is installed over thick padding, is not an acceptable resilient surface under indoor climbing equipment.</p> <p>OUTDOOR: Climbing equipment or swings must not be installed over asphalt or concrete unless the asphalt or concrete is covered with properly installed unitary surfacing materials as specified in §746.4909 of this title (relating to What are unitary surfacing materials?) and §746.4911 of this title (relating to How should unitary surfacing materials be installed?)(a) There must be loose-fill surfacing material or unitary surfacing material in the use zones (area around and under equipment where resilient surfacing is needed to prevent serious injury from occurring as result of a fall) for all climbing, rocking, rotating, bouncing, or moving equipment, slides, and swings.</p> <p>The height of the highest designated play surface on the equipment will determine the depth of loose materials or the attenuation rating (thickness) of the unitary materials.</p>	
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</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: monthly</i>	
<i>Additional requirements: N/A</i>	

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: N/A</i>	

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: N/A</i>	

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: N/A</i>	

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TRANSPORTATION (see also Supervision of Children Transported 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: If center is not able to get insurance, it must notify parents and Department.</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	✓
<p><i>Additional requirements:</i> Unless you are licensed to provide get-well care, you must not admit an ill child for care if one or more of the following exists:</p> <p>(1) The illness prevents the child from participating comfortably in child-care center activities including outdoor play;</p> <p>(2) The illness results in a greater need for care than caregivers can provide without compromising the health, safety, and supervision of the other children in care;</p> <p>(3) The child has certain symptoms, unless medical evaluation by a health-care professional indicates that you can include the child in the child-care center's activities;</p> <p>(4) A health-care professional has diagnosed the child with a communicable disease, and the child does not have medical documentation to indicate that the child is no longer contagious.</p>	

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	
<p><i>Additional requirements:</i> Center must use a Licensing Incident/Illness Report form, or other form containing at least the same information, to record information regarding injuries that required medical attention by a health-care professional. Center must keep the Incident/Illness Report form with the child's record at the child-care center while the child is in care, and for at least 3 months after the child's last day in care.</p>	

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ADDITIONAL HEALTH REQUIREMENTS ↑	
Centers must have a health consultant	
Centers must have a first aid kit	✓
• 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	Yes
State has requirements for centers that specify when staff must wash their hands	✓
• 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:</i> Before handling medication After arriving at the child-care center After handling or cleaning body fluids, such as after wiping noses, mouths, or bottoms, and tending sores After outdoor activities After drinking or smoking After using any cleaners or toxic chemicals	
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	✓
• 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:</i> Before playing in a water play table After outdoor activities After playing in sand Any other time that the caregiver has reason to believe the child has come in contact with substances that could be harmful to the child.	
State has requirements on the location and/or amount of hand washing facilities for children	✓

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Additional requirements: N/A

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	
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: The diaper-changing surface must be adjacent to the hand-washing sink. Center must have one hand-washing sink in each diaper-changing area, placed so that the caregiver using it can maintain supervision of the children in the group.</i>	
<i>Additional requirements: N/A</i>	

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: People must not smoke or use tobacco products at the child-care center, on the premises, on the playground, in transportation vehicles, or during field trips.</i>	

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: N/A</i>	

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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	
<p><i>Additional requirements:</i> Law enforcement officials who are trained and certified to carry a firearm on duty may have firearms or ammunition on the premises of the child-care center. For all other persons, firearms, hunting knives, bows and arrows, and other weapons are prohibited on the premises of the child-care center, unless the child-care center is also your residence. Firearms, hunting knives, bows and arrows, and other weapons kept on the premises of a child-care center located in your home must remain in a locked cabinet inaccessible to children during all hours of operation. Ammunition must be kept in a separate locked cabinet and inaccessible to children during all hours of operation.</p>	

ANIMALS IN FACILITY	
State has requirements about animals in the facility	Yes
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	✓
<p><i>Additional requirements:</i> Children must not have contact with chickens, ducks, and reptiles, such as snakes, turtles, lizards, iguanas, and amphibians, such as frogs and toads.</p>	

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