

TABLE OF CONTENTS

RULES FOR CERTIFICATION OF A FAMILY CHILD CARE HOME (FCCH)

CHAPTER 5

A licensed child care facility in which care is provided for no more than ten (10) children in the primary residence of the provider.

Section No.	Subject	Page No.
1	Program Specific Certification Standards	5-1
2	Capacity/Supervision Requirements	5-1
3	Provider and Staff Requirements	5-2
4	Evening and Overnight Care	5-3

RULES FOR CERTIFICATION OF A FAMILY CHILD CARE HOME (FCCH)

CHAPTER 5

Section 1. **Program Specific Certification Standards.**

All Family Child Care Homes shall comply with all sections of this Chapter and the following Chapters and Sections of these Rules:

- (i) Chapter 1: All;
- (ii) Chapter 2: All;
- (iii) Chapter 3: All;
- (iv) Chapter 4: All;
- (v) Chapter 8: All; and
- (vi) Chapter 9: All.

Section 2. **Capacity/Supervision Requirements.**

(a) The licenser shall determine total capacity for the facility. The licensed capacity shall never exceed the maximum capacity of ten (10) children.

(i) The children counted in the capacity include the provider's own children under the age of six (6) years old.

(A) All foster children, under the age of 13, on the premises shall be included in the capacity;

(B) All children, including those related to staff, on the premises during hours of operation shall be included in the capacity; and

(C) School age childhood friends shall be limited to two (2) at any given time.

(b) There shall be at least one (1) adult staff supervising the care of children at all times and the following supervision requirements also apply:

(i) Awake infants and toddlers shall be directly supervised by staff at all times;

(ii) Children who have completed kindergarten or are enrolled in first grade or are six (6) years old or older may be located in adjacent fenced outdoor areas of the facility if there is direct access, the staff person can clearly hear what happens in the adjacent area and the staff person remains attentive and moves from one area to the other every couple of minutes;

(iii) Children ages three (3) and older may be located in adjacent indoor areas of the facility if there is direct access, the staff person can clearly hear what happens in the adjacent area and the staff person remains attentive and moves from one area to the other every couple of minutes;

(iv) If children are in more than two (2) non-adjacent areas, a staff person shall be present and attending the children in each area;

(v) All children shall be located on the same level as staff at all times;
and

(vi) Napping children who are not within sight of the staff person shall be within easy hearing distance at all times, be checked on every few minutes, once awake, and meet all other requirements.

Section 3. **Provider and Staff Requirements.**

(a) The provider shall have attained the age of majority and be physically and mentally able to care for children.

(b) The provider shall have a high school diploma or an equivalent certificate;
or

(i) Shall be able to document a minimum of three (3) months of supervised work experience or education in the care of children other than his/her own;

(ii) Shall have completed six (6) clock hours of child care training in addition to pre-service training prior to licensing; or

(iii) Shall have received a professional credential from an organization recognized by the Department.

(c) The provider shall ensure all records and reports required are maintained onsite.

(d) The provider shall be onsite and available in the facility a minimum of 75% of the operating week, unless an exception by the licenser for good cause is given.

(e) When a provider is not present at the facility, a qualified adult staff person with sufficient knowledge and training in the operation of the facility, as well as decision-making authority, shall be left in charge.

Section 4. Evening and Overnight Care.

(a) Whenever any facility cares for children past 7:00 p.m., the following rules shall apply in addition to all other rules and regulations specific to the type of facility:

(i) Sleeping child(ren) shall sleep on the same level as the staff person and the staff person shall be able to hear the child(ren); and

(ii) There shall be a staff person awake and on duty to release or receive a child.