



Child Action, Inc.

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www.childaction.org

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Dear Provider:

The proposed State Budget for Fiscal Year 2011-2012 reduces the maximum amount (CAP or ceiling) that can be reimbursed for license-exempt child care. Based on this proposed change in law, effective July 1, 2011, the ceiling on child care payments to non-licensed providers will be significantly reduced.

Example: If you provide full-time care for a 3-year-old. (*Rates are approximate.*)

NOW: You earn \$511/month

IN JULY: You will earn \$383/month

One option you may want to consider is becoming licensed to operate a family child care business out of your home. Family Child Care Home (FCCH) providers are small business owners who are licensed to care for between six to fourteen children, depending on the license. The CAP Child Action, Inc. can pay licensed family child care home providers is higher than the CAP we can pay non-licensed providers.

In the example above, if you become a licensed provider, your payment would increase.

FCCH: You would earn \$639/month

The decision to start a licensed family child care business in your home should not be taken lightly.

- The entire licensing process can take at least two to four months.
- There are strict licensing requirements and fees.
- You must be able to pass a criminal background check.
- You will be a business and need to keep business records.

Please refer to the *Family Child Care Licensing Requirements* handout on the next page for more details and contact information for the Sacramento County Department of Health and Human Services.

Family Child Care Licensing Requirements

In Sacramento County, the Sacramento County Department of Health and Human Services is responsible for licensing family child care homes. They host a family child care orientation that you must attend prior to applying for your family child care license. The fee for orientation is \$25 and you must make an appointment to attend the orientation.

Licensing requirements

- You must be 18 years of age or older.
- You must attend an orientation session presented by the Sacramento County Department of Health and Human Services.
- You, your staff members and all adults over the age of 18 living in your home must submit fingerprints for criminal background checks.
- You, your staff members and all adults over 18 living in your household must be tested for tuberculosis.
- If you own your home, you must provide proof of ownership to the licensing agency. If you rent or lease you must provide a copy of your lease or rental agreement.
- You must notify your property owner/landlord of your intent to provide child care and provide written proof of this notification to the licensing agency.
- You will need to submit proof of 15 hours of health and safety training. The training includes pediatric cardiopulmonary resuscitation (CPR), pediatric first aid, and preventative health practices.
- A license will not be issued until all adults required to submit to a background check have been cleared.

At licensing orientation, you will receive an application for a license that you must fill out and submit to licensing with additional paperwork.

The entire licensing process can take at least two to four months. A family child care license is only valid in the home of the provider who is licensed. This means that once you are licensed, you cannot legally use your child care license to provide care in someone else's home. It also means that every time you move, you must be re-licensed. A family child care license is not required when you are caring for children from one other family in addition to your own children.

For information on orientation registration, please contact Child Action, Inc.'s Resource & Referral department at (916) 369-0191.

You can also find more information on starting a family child care home business on our website:

www.childaction.org