

Difference Between Registered Family and Certified Family Homes



The following information highlights the main differences in licensing requirements between Registered Family Child Care Homes and Certified Family Child Care Homes. This document does not include all the differences. Please review the rules for both types of programs for additional information or contact your licensing specialist for more details.

LICENSING PROCESS

REGISTERED FAMILY	CERTIFIED FAMILY
<p>A two-part Introduction to Registered Family Child Care class is required prior to licensing.</p> <ul style="list-style-type: none"> No prior child care experience nor education is needed. 	<p>A licensing specialist will conduct a precertification visit with the applicant to review licensing requirements.</p> <ul style="list-style-type: none"> Either prior child care experience or qualifying education is needed.
<p>Licensing is valid for two years.</p>	<p>License is valid for one year.</p>
<p>Application amount:</p> <ul style="list-style-type: none"> \$30.00 regardless of whether the application is an initial or renewal. 	<p>Application amount:</p> <ul style="list-style-type: none"> \$25.00 initial application fee and an additional \$2.00 per number of children licensed for. For licensing renewals: \$2.00 per number of children licensed for.
<p>Environmental Health Specialist inspection is not required.</p>	<p>An Environmental Health Specialist inspection is required each year.</p>
<p>One OCC renewal visit every two years.</p> <ul style="list-style-type: none"> Unannounced monitor visits occur at approximately: 7-8 months after the renewal visit and 19-20 months in the second year of the license period. 	<p>An annual OCC renewal visit.</p> <ul style="list-style-type: none"> Unannounced monitor visit occur at approximately 4-8 months into the license period.

CAPACITY OF PROGRAM

(Number of children allowed on-site at any one time)

REGISTERED FAMILY	CERTIFIED FAMILY
<p>A maximum of 10 children are allowed regardless of the size of the home or whether there is an assistant helping to provide care.</p>	<p>A maximum of 16 children allowed if provider meets qualifications.</p> <ul style="list-style-type: none"> If the provider's experience was gained as a registered family provider, the capacity is limited to 12 children for the first year. <p>Licensed capacity is based on square footage of child care areas, number of toilets and qualified staff.</p>
<p>A set number of children are allowed based on their ages.</p>	<p>The ratio of staff-to-children is determined by the ages of children in care.</p>
<p>No specific age-group separation requirements.</p>	<p>Children under 24 months of age must have a designated area that is age appropriate and safe.</p>

TRAINING, RECORD KEEPING AND PROGRAM REQUIREMENTS

REGISTERED FAMILY	CERTIFIED FAMILY
<p>Ongoing training within a licensing period:</p> <ul style="list-style-type: none"> • 10 hours total; 6 of the 10 hours must be in child development. • Safety set hours do not count toward the total training hour requirement. • One hour of required Health, Safety and Nutrition training (HSN) must be taken each year for a total of two hours per licensing period. 	<p>Ongoing training within a licensing period:</p> <ul style="list-style-type: none"> • 15 hours total; 8 of the 15 hours must be in child development. • A portion or all (for newly hired staff) of the safety set hours may count toward the total 15 hour requirement. • The provider must have 30 hours of training specific to infants and toddlers if program will be caring for more than 2 children under 24 months. • If program will be caring for more than 4 children under 24 months, the provider must have an additional 20 hours of training specific to infants and toddlers and one other caregiver must have 30 hours of training specific to infants and toddlers. • One hour of required Health, Safety and Nutrition training (HSN) must be taken each year of the license period.
Staff records are not required to be maintained.	Staff records are required to be maintained and will be reviewed by Office of Child Care (OCC) staff.
All licensing records must be maintained for at least one year.	All licensing records must be maintained for at least two years.
General program routines do not need to be in writing.	General program routines need to be in writing and must include specific elements as outlined in rule.
No specific program of activities requirement.	There are specific program of activity requirements based on the age of children in care.

PHYSICAL SETTING

REGISTERED FAMILY	CERTIFIED FAMILY
No square footage requirements of inside usable space.	Capacity is based on 35 square feet of usable space inside the home for the first 12 children and 50 square feet available per child for each additional child up to 16. A program must have: <ul style="list-style-type: none"> • 420 square feet for 12 children • 470 square feet for 13 children • 520 square feet for 14 children • 570 square feet for 15 children • 620 square feet for 16 children <p>*Note, one toilet is required for 15 children, two toilets are needed for a capacity of 16 children.</p>
Outdoor fencing or barrier is not required.	Outdoor fencing or barrier of at least four feet is required around the approved child care play space.
Groundcover is not required underneath any outside elevated pieces of equipment.	Groundcover is required underneath any outside elevated pieces of equipment that are higher than 18 inches.
No square footage requirements for outside areas.	An Outdoor area must have at least 75 square feet of usable space for each child using the area at one time.
Two exits from each floor level used by children	Two exits from each room used by children.