

Care 4 Kids Program
Policy Transmittal
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Connecticut Office
of Early Childhood

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A handwritten signature in blue ink that reads "Julie Giaccone".

CC: Distribution List

Subject: Health & Safety Inspections for Programs Receiving Care 4 Kids Subsidy

Program Issue: The Child Care and Development Block Grant (CCDBG) Act of 2014 has made changes to improve the health, safety, and quality of care for children in child care settings. The Office of early Childhood (OEC) is requiring all licensed and license-exempt child care facilities be monitored annually in order to ensure compliance with the health and safety standards outlined in 45 CFR 98.41.

This transmittal supersedes C4K Operations Transmittal C4K-OPS-16-013, regarding Health and Safety Inspections for Programs Receiving Care 4 Kids Subsidy, dated September 30, 2016.

Background: 45 CFR 98.41 (a) states “Each Lead Agency shall certify that there are in effect, within the State (or other area served by the Lead Agency), under State, local or tribal law, requirements (appropriate to provider setting and age of children served) that are *designed, implemented, and enforced* to protect the health and safety of the child. Such requirements must be applicable to child care providers of services for which assistance is provided under this part...”

45 CFR 98.42 (a) states “Each lead Agency shall certify in the Plan that procedures are in effect to ensure that child care providers of services for which assistance is made available in accordance with this part, within the area served by the Lead Agency, comply with all applicable State, local, or tribal health and safety requirements, including those described in § 98.41.”

45 CFR 98.42 (b) (2) states “Each Lead Agency shall certify in the Plan it has monitoring policies and practices applicable to all child care providers and facilities eligible to deliver services for which assistance is provided under this part. The Lead Agency shall require inspections of child care providers and facilities, performed by licensing inspectors (or qualified inspectors designated by the Lead Agency).

45 CFR 98.42 (b) (2) (i) states “For licensed child care providers and facilities, (A) Not less than one pre-licensure inspection for compliance with health, safety, and fire standards, and (B) Not less than annually, an unannounced inspection for compliance with all child care licensing standards, which shall include an inspection for compliance with health and safety, (including but not limited to, those requirements describes in § 98.41) and fire standards (inspectors may inspect for compliance with all three standards at the same time).”

45 CFR 98.42 (b) (2) (ii) states “For license-exempt child care providers and facilities that are eligible to provide services for which assistance is made available in accordance with this part, an annual inspection for compliance with health and safety (including, but not limited to, those requirements described in § 98.41), and fire standards.”

45 CFR 98.42 (c) states “For purposes of this section and § 98.41, Lead Agencies may exclude grandparents, great grandparents, siblings (if such providers live in a separate residence), aunts, or uncles, from the term "child care provider"." If the Lead Agency chooses to exclude these providers, the Lead Agency shall provide a description and justification in the CCDF Plan, pursuant to § 98.16 (l), of requirements, if any, that apply to these providers.”

C4K-POL-21-01 states “The Office of Early Childhood is modifying the funding structure for child care subsidies paid to youth camps in accordance with section 17b-749 of the Connecticut General Statutes to ensure exclusive use of state financial assistance to reimburse youth camps that maintain eligibility for child care subsidy reimbursement.”

A license-exempt center-based child care facility (DCEX) is a child care program that (1) falls within the licensing exemptions as outlined in the Connecticut General Statutes § 19a-77(b) and is therefore not required to obtain a child care licensing; (2) is actively serving children who receive Care 4 Kids subsidy; (3) must complete a health and safety inspection by the OEC Licensing Division; and (4) must complete the health and safety training requirements implemented by the OEC.

A license-exempt youth camp (YCEX) is a child care program that (1) falls within the licensing exemptions as outlined in the Connecticut General Statutes § 19a-420; (2) is actively serving children who receive Care 4 Kids subsidy; and (3) must complete a health and safety inspection by the OEC Licensing Division. YCEX programs are not required to complete the federal health and safety training requirements as all youth camp programs are reimbursed exclusive with state funds.

Directives:

A. Monitoring of Health and Safety Requirements for Licensed Child Care Centers, Group Child Care Homes and Family Child Care Homes:

The Regulations of Connecticut State Agencies (RCSA) for licensed child care centers and group child care homes, §§ 19a-79-1 through 19a-79-13, inclusive, and licensed family child care homes, §§ 19a-87b-1 through 19a-87b-18, inclusive, meet the health and safety requirements outlined in 45 CFR 98.41. Licensed programs are inspected at least annually and monitoring of the federal health and safety requirements is completed. If a program is not in compliance with a particular requirement, the program will be asked to submit a Corrective Action Plan (CAP) demonstrating how compliance will be achieved.

B. Monitoring of Health and Safety Requirements for License-Exempt Programs:

Effective September 30, 2016, the OEC Licensing Division began conducting annual onsite inspections of all center-based license-exempt (DCEX) child care facilities and license-exempt youth camps (YCEX) that accept Care 4 Kids subsidy payments. When implemented, these inspections were to be completed no later than April 1, 2017. License-exempt DCEX programs are inspected at least annually and monitoring of the federal health and safety requirements outlined in 45 CFR 98.41 are completed. License-exempt YCEX programs are inspected at least annually. If a program is not in compliance with a particular requirement, the program will be asked to submit a Corrective Action Plan (CAP) demonstrating how compliance will be achieved.

When Care 4 Kids staff receive a Parent Provider Agreement Form for a license-exempt program, Care 4 Kids shall review the online e-Licensing portal to determine if the program is active with a DCEX or YCEX number.

If a program is not active with a DCEX or YCEX number, Care 4 Kids staff shall:

1. Place an outbound call to the program to inform them they must meet the health and safety requirements, which includes the health and safety inspection conducted by the OEC Licensing Division.
2. Notify, via e-mail, the OEC licensing supervisor (based on region) and provide the provider ID, license type, name, location, contact name, contact number and mailing address of the program.
3. Review the CT Open Data Licensing and Credential Report daily to verify when the program is issued a DCEX or YCEX number and to verify any other changes made to the

program. A DCEX or YCEX number will be issued by OEC once the health and safety inspection has been satisfactorily completed.

DCEX programs will be made active as of the date the OEC registry indicates the program is in compliance with health and safety requirements. Payment shall not be authorized until the health and safety inspection is completed, DCEX number is received and the program is in compliance with the health and safety requirements.

YCEX programs will be made active as of the date the YCEX number was issued, as indicated on the online e-Licensing portal. Payment shall not be authorized until the health and safety inspection is completed and the YCEX number is received.

Care 4 Kids shall not authorize subsidy payments until verification of the DCEX or YCEX number is received obtained.

Care 4 Kids staff shall review the CT Open Data Licensing and Credential Report daily for any changes to the DCEX or YCEX program's status or information. If a program reports changes in status or program information directly to Care 4 Kids, Care 4 Kids shall verify that information in the CT Open Data Licensing and Credential Report.

If the OEC Licensing Division advises Care 4 Kids that the program is failing to meet the criteria to be a license-exempt DCEX or YCEX program, Care 4 Kids shall consider that program ineligible and shall not authorize subsidy payments. Care 4 Kids shall notify the program and the parent that the program is not in compliance with the health and safety requirements.

A license-exempt DCEX or YCEX program shall remain inactive until such programs meets the requirements to be reactivated.

C. Monitoring of Health and Safety Requirements for Unlicensed Relative Providers

In accordance with 45 CFR 98.42 (c), unlicensed relative providers are excluded from the health and safety requirements and therefore do not require monitoring.

JG:kd