

## Health and Safety and Licensing Resources by the National Center on Early Childhood Quality Assurance

The following resources were developed by the National Center on Early Childhood Quality Assurance (ECQA Center) on the topics of health and safety and licensing. Listed below are web-based tools, planning tools, research and issue briefs, webinar recordings, and presentations.

### Web-based Tools

- ◆ The **National Database of Child Care Licensing Regulations** is a repository of State and Territory licensing regulations and agency contact information. It is organized by State/Territory and allows users to access child care licensing regulations that apply to child care centers, family child care homes, school-age programs, infant care programs, and other specialized programs. In addition, website links are provided for other early childhood programs standards, such as quality rating and improvements system (QRIS) standards, prekindergarten program requirements, and state health and safety requirements for child care providers receiving payment from the federal Child Care and Development Fund.  
<https://childcareta.acf.hhs.gov/licensing>
- ◆ State-level data about licensing requirements are available in the **CCDF Data Explorer** tool on the Child Care Technical Assistance website. State licensing data about health and safety topics include training requirements, hand washing, diapering, safe sleep practices, firearms, smoking, hazardous materials, emergency preparedness and fire safety, and administration of medication, immunizations, and transportation. Additional data include child-staff ratios and group sizes, criminal background checks, minimum preservice qualifications, ongoing training hours, and types and frequency of routine licensing inspections.  
<https://childcareta.acf.hhs.gov/data>
- ◆ The **National Program Standards Crosswalk Tool** is prepopulated with national early childhood program standards (such as Head Start, accreditation, Caring for Our Children). It is designed to help States that are developing and aligning program standards for licensing, QRIS, or prekindergarten programs to search and compare the content of several sets of national standards.  
<https://occqrisguide.icfwebservices.com/index.cfm?do=crosswalk>

### Planning Tools

- ◆ ***Caring for Our Children Basics Health and Safety Standards Alignment Tool for Child Care Centers and Family Child Care Homes*** (2017). This tool provides a simple format for States and Territories to compare their current early childhood program requirements and standards against the recommended health and safety standards in *Caring for Our Children Basics*.  
<https://childcareta.acf.hhs.gov/resource/caring-our-children-basics-health-and-safety-standards-alignment-tool-child-care-centers>
- ◆ ***Best Practices for Human Care Regulation*** (2015), by the National Association for Regulatory Administration (NARA) and the National Center on Child Care Quality Improvement (NCCCQI), lays the foundation for an organization to focus on and assess its resources and processes across the board in an effort to support a regulatory program. Visit <http://www.naralicensing.org/best-practices>.

- The *Best Practices for Human Care Regulation* (2015) document addresses two major areas: organizational management and regulatory management.  
<http://www.naralicensing.org/assets/docs/Publications/BestPractices/nara%20best%20practices%20final.pdf>
- The *Best Practices for Human Care Regulation Self-Assessment Tool* (2015) was developed to give agencies an initial indication of improvement opportunities in their agency staff development programs.  
<http://www.naralicensing.org/assets/docs/Publications/BestPractices/nara%20best%20practices%20assessment%20tool%20final%20blank%20form.pdf>
- The *Best Practices for Human Care Regulation Follow-up Tool* (2015) helps agencies develop strategic plans to improve their practices.  
<http://www.naralicensing.org/assets/docs/Publications/BestPractices/nara%20best%20practices%20assessment%20tool%20follow-up.pdf>

## Research and Issue Briefs

- ◆ ***Key Competencies for Licensors of Child Care Programs*** (2017). A technical assistance resource document that outlines the knowledge, skills, abilities, behaviors, and other characteristics that a licensor of child care programs needs in order to perform his or her job duties successfully. These key competencies for licensors were developed through job-task analysis with input from various state child care licensing programs, as well as a review of other professional competencies:
  - Supporting child development
  - Caseload management
  - Accountability
  - Communication
  - Supporting compliance and quality improvement
  - Monitoring and enforcement
  - Leadership  
<https://childcareta.acf.hhs.gov/resource/key-competencies-licensors-child-care-programs>
- ◆ ***Developing and Revising Child Care Licensing Requirements*** (2017). Having clearly written, research-based, measurable licensing requirements is the first step in protecting children from health and safety risks and promoting quality care. Licensing requirements—supported by monitoring, enforcement, and technical assistance—provide protection through prevention and reduce risks to the health, safety, and well-being of children in care. This document presents steps for developing and revising child care licensing requirements, based on several States' successful practices.  
<https://childcareta.acf.hhs.gov/resource/developing-and-revising-child-care-licensing-requirements>
- ◆ ***Interpretive Guides for Child Care Licensing Regulations*** (2017). Interpretive guides for their child care licensing regulations generally help child care licensing staff understand the purpose of licensing requirements and the methods they should use to assess facilities' compliance with the requirements. Child care providers can also use these guidelines to help them understand how they will be assessed during licensing inspections. This document presents information about seven States that have their interpretive guidelines on a public website.  
<https://childcareta.acf.hhs.gov/resource/interpretive-guides-child-care-licensing-regulations>

- ◆ **The Child Care and Development Fund Health and Safety Briefs** (2016). A series of nine briefs that address health and safety requirements specified in the Child Care and Development Block Grant (CCDBG) Act of 2014 for center-based and home-based child care settings. One purpose of these briefs is to support licensing administrators as they consider revisions to state licensing requirements. All briefs are available at <https://childcareta.acf.hhs.gov/resource/briefs-about-health-and-safety-topics>.
  - Brief #1: Prevention and Control of Infectious Diseases
  - Brief #2: Administering Medications
  - Brief #3: Prevention of and Response to Emergencies Due to Food and Allergic Reactions
  - Brief #4: Reducing the Risk of Sudden Infant Death Syndrome and Using Safe Sleeping Practices
  - Brief #5: Building and Physical Premises Safety
  - Brief #6: Emergency Preparedness and Response Planning
  - Brief #7: Handling, Storing, and Disposing of Hazardous Materials and Biological Contaminants
  - Brief #8: Transportation of Children
  - Brief #9: Health and Safety Training
- ◆ **The 2014 Child Care Licensing Study** (2015) includes data compiled from state child care licensing regulations by the ECQA Center and the results of a survey of state licensing agencies administered by NARA. Findings are presented in this series of three research briefs that examine the state of licensing child care centers, family child care homes, and group child care homes in 2014. The study identifies trends that have become apparent during several years of data collection.
  - *Research Brief #1: Trends in Child Care Center Licensing Regulations and Policies for 2014*  
<https://childcareta.acf.hhs.gov/resource/research-brief-1-trends-child-care-center-licensing-regulations-and-policies-2014>
  - *Research Brief #2: Trends in Family Child Care Home Licensing Regulations and Policies for 2014*  
<https://childcareta.acf.hhs.gov/resource/research-brief-2-trends-family-child-care-home-licensing-regulations-and-policies-2014>
  - *Research Brief #3: Trends in Group Child Care Home Licensing Regulations and Policies for 2014*  
<https://childcareta.acf.hhs.gov/resource/research-brief-3-trends-group-child-care-home-licensing-regulations-and-policies-2014>
- ◆ **Contemporary Issues in Licensing Report Series** (2014). The National Center on Child Care Quality Improvement produced this series of licensing reports with funds from Contract # HHSP23320110019YC for the U.S. Department of Health and Human Services, Administration for Children and Families, Office of Child Care. This report series includes research as well as examples of innovative and diverse state practices aimed at state licensing agencies seeking to strengthen their programs and better protect children in out-of-home care. All of the reports are available at <https://childcareta.acf.hhs.gov/resource/contemporary-issues-licensing>.
  - Child Care Licensing Inspection Policies
  - Enforcement Strategies with Licensed Child Care Providers
  - Monitoring Strategies for Determining Compliance: Differential Monitoring, Risk Assessment, and Key Indicators
  - Enforcement and Approaches to Illegally-Operating Providers

- Reporting, Tracking, and Responding to Serious Injuries and Fatalities in Child Care
- Building and Physical Premises Safety in Child Care
- Quality Assurance in Child Care Licensing
- Elements of a Licensing Statute

## Webinar Recordings

- ◆ ***Resources and Tools for Revising and Aligning Early Childhood Program Standards*** (2017). The ECQA Center hosted a webinar on January 11, 2017, where participants explored the various tools and resources available to help States and Territories revise their early childhood programs standards, such as licensing regulations and quality rating and improvement system standards, and align with national program standards.
- ◆ ***Coordinated Monitoring in Early Care and Education: Benefits and Strategies*** (2016). On December 1, 2016, the ECQA Center hosted a webinar about coordinated monitoring in early care and education. Ideas for coordinating monitoring across funding streams were discussed, as well as goals, approaches, and frameworks for coordinated monitoring. Ohio and New Mexico shared their strategies for coordinated monitoring.  
<https://childcareta.acf.hhs.gov/resource/webinar-coordinated-monitoring-early-care-and-education-benefits-and-strategies>

## Presentations

- ◆ ***Health and Safety Requirements: How Do You Maintain Compliance?*** (2016). This presentation at the 2016 National Association for Family Child Care's Family Child Care Institute included a dialogue about the various types of state, national, and federal standards that providers are required to meet. Presenters from the ECQA Center and the National Center on Early Childhood Health and Wellness provided an overview of trends in licensing, subsidy, Head Start, and QRIS standards.  
<https://childcareta.acf.hhs.gov/resource/health-and-safety-requirements-how-do-you-maintain-compliance>

## Resources About License-exempt Child Care

- ◆ ***Monitoring License-exempt CCDF Homes*** (2015). This issue brief explores decision points in developing a monitoring system, including requirements; inspections; and processes for responding to violations, complaints, referrals, and appeals. Caseloads, number of providers, and compensation and support systems for monitors and supervisors are discussed as factors that influence the cost of implementing a monitoring system. Four monitoring models are described and state examples are provided.  
<https://childcareta.acf.hhs.gov/resource/monitoring-license-exempt-ccdf-homes>
- ◆ ***Monitoring and Supporting License-exempt Care: Case Studies*** (2015). This issue brief shares the experiences of six States (AR, AZ, IN, ND, NM, and UT) that have begun to address the challenges of monitoring exempt care. In addition to describing their structures, the issue brief highlights their differences in needs, cultural diversity and compliance levels, efforts to retain exempt home providers, lessons learned, and how they cultivated support for policy changes.  
<https://childcareta.acf.hhs.gov/resource/monitoring-and-supporting-license-exempt-care-case-studies>
- ◆ ***Supporting License-exempt Family Child Care*** (2015). This issue brief aims to assist CCDF Administrators and their partners in their work to support license-exempt family child care homes. In addressing the unique needs of exempt FCC homes, States and Territories can better support the children in their care and their families. This brief is organized into two sections: the first provides an overview of terminology, characteristics, parental preferences, and child care assistance data, and the second provides examples of

several state and national initiatives to support exempt FCC.

<https://childcareta.acf.hhs.gov/resource/supporting-license-exempt-family-child-care>

- ◆ **Monitoring and Supporting License-exempt Child Care Webinar** (2015). This PowerPoint presentation includes an overview of licensing thresholds, common exemptions, national data on monitoring, cost of monitoring, and supports for exempt family child care, including training.

<https://childcareta.acf.hhs.gov/resource/monitoring-and-supporting-license-exempt-child-care-webinar>

## Additional Resources

The **Protecting Children’s Health and Safety Topic** on the Child Care Technical Assistance website includes all of the products listed above and others that explore how licensing and other regulatory systems establish and enforce health and safety requirements, monitor provider compliance, and serve as the foundation for quality improvement initiatives. <https://childcareta.acf.hhs.gov/topics/protecting-childrens-health-and-safety>.

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