

5 Establish Standards and Monitoring Processes To Ensure the Health and Safety of Child Care Settings

Lead Agencies are required to certify that there are in effect licensing requirements applicable to all child care services in the state/territory, which supports the health and safety of all children in child care. States and territories may allow licensing exemptions. Lead Agencies must describe how such licensing exemptions do not endanger the health, safety, and development of CCDF children in license-exempt care (98.16 (u)).

Lead Agencies also must certify that there are in effect health and safety standards and training requirements applicable to providers serving CCDF children, whether they are licensed or license-exempt. These health and safety requirements must be appropriate to the provider setting and age of the children served, must include specific topics and training on those topics, and are subject to monitoring and enforcement procedures.

The organization of this section begins with a description of the licensing system for providers of child care in a state or territory and then moves to focus in on CCDF providers who may be licensed, exempt from licensing, or relative providers. The section then covers the health and safety requirements and training, and monitoring and enforcement procedures to ensure that CCDF child care providers comply with licensing and health and safety requirements (98.16(n)). Lead Agencies are also asked to describe any exemptions for relative providers (98.16(l)). This section also addresses group size limits; child-staff ratios; and required qualifications for caregivers, teachers, and directors (98.16(m)) serving CCDF children.

Note: When responding to questions in this section, the OCC recognizes that each State/Territory identifies and defines its own categories of care. The OCC does not expect States/Territories to change their definitions to fit the CCDF-defined categories of care. For these questions, provide responses that closely match the CCDF categories of care.

Criminal background check requirements are included in this section (98.16(o)). It is important

to note that these requirements are in effect for all child care staff members that are licensed, regulated or registered under state/territory law and all other providers eligible to deliver CCDF services.

5.1 Licensing Requirements

Each state/territory must certify it has in effect licensing requirements applicable to all child care services provided within the state/territory (not restricted to providers receiving CCDF funds) and provide a detailed description of these requirements and how the requirements are effectively enforced (658E(c)(2)(F)). If any types of providers are exempt from licensing requirements, the state/territory must describe those exemptions and describe how these exemptions do not endanger the health, safety, or development of children. The descriptions must also include any exemptions based on provider category, type, or setting; length of day; and providers not subject to licensing because the number of children served falls below a Lead Agency-defined threshold and any other exemption to licensing requirements (658E(c)(2)(F); 98.16(u); 98.40(a)(2)(iv)).

5.1.1 To certify, describe the licensing requirements applicable to child care services provided within the state/territory by identifying the providers in your state/territory that are subject to licensing using the CCDF categories listed below? Check all that apply and provide a citation to the licensing rule.

Center-based child care.

Describe and Provide the citation:

A center must be in compliance with all of 7 AAC 57 Child Care Facilities Licensing and 7 AAC 10 Licensing, Certification, and Approvals, as applicable. To be a licensed center a facility must have a capacity of 13 or more children.

Family child care.

Describe and Provide the citation:

A family child care must be in compliance with all of 7 AAC 57 Child Care Facilities Licensing and 7 AAC 10 Licensing, Certification, and Approvals, as applicable. To be a licensed child care home the facility cannot exceed a capacity of 8 children. To be a licensed child care group home the facility cannot exceed a capacity of 12 children.

In-home care (care in the child's own home).

Describe and provide the citation (if applicable):

5.1.2 Describe if any providers are exempted from licensing requirements and how such exemptions do not endanger the health, safety, and development of children (658E (c)(2)(F); 98.40(a)(2)).

Note: Additional information about exemptions related to CCDF providers is required in 5.1.3.

Under 7 AAC 57.015, the following facilities are exempt from licensure: a facility in which child care is regularly provided and each child's parent is on the premises within reasonable proximity and accessibility to the child. The health, safety, and development of children is not endangered because the parents are on site; a facility located on a United States Department of Defense or United States Coast Guard installation that is located on federal property, or certified as a family child care provider by a branch of the United States Department of Defense or by the United States Coast Guard. The health, safety, and development of children is not endangered because the military standards meet or exceed regulatory standards for participation in the Child Care Assistance Program and these facilities are outside the jurisdiction of the CCDF Lead Agency, the Child Care Program Office (CCPO); a recreational program that allows children to attend but that does not assume responsibility for care of the children. The responsibility for the health, safety, and development of children is the parents responsibility and is outside the authority of the CCDF Lead Agency; a daytime therapeutic program for children with special needs. The health, safety, and development of children is the parents responsibility and is outside the authority of the CCDF Lead Agency; a certified pre-elementary school. The health, safety, and development of children is outside the authority of the CCDF Lead Agency and lies with the Department of Education and Early Development and the particular school district unless the program voluntarily becomes licensed; a Head Start preschool. The health, safety, and development of children is outside the authority of the CCDF Lead Agency and lies with the Department of Education and Early Development unless the program voluntarily becomes licensed; or is a temporary facility that provides care for one specific one-time occurrence schedule for less than five weeks in any 12-month period. The health, safety, and development of children is outside the authority of the CCDF Lead Agency; a public or private elementary school program, kindergarten through six grade, lasting seven or fewer

hours each day. The health, safety, and development of children is outside the authority of the CCDF Lead Agency and lies with the Department of Education and Early Development and the particular school district; a day camp or similiar facility that holds a current accreditation or certification from the American Camping Association or another national accreditation group with standards the department finds are substantially similar to the requirements of 7 AAC 57. The health, safety and development of children is outside the authority of the CCDF Lead Agency.

Under 7 AAC 57.015, a family child care is exempt if the facility provides care for four or fewer children, including the caregivers own children. Approved Relative Providers - defined as one individual who is not licensed and provides child care services outside of the child's own home, as the sole caregiver, in their private residence to children who are all related to the provider. An Approved Relative Provider may provide care for no more than 5 children under age 13, including the provider's own children. Approved Relative Providers are exempt from licensure under 7 AAC 57.015(8), and receive CCDF. Approved Relative Providers are required to obtain a criminal history check through the Alaska Background Check Program and meet health and safety standards set forth by regulations. A health and safety inspection is conducted within 90 days of a completed application being received or program approval issued. Unannounced health and safety inspections are conducted annually.

Approved In-home Providers - defined as an in-home child care caregiver, hired by the family, to provide care in the family's home for only the children of the family who live in the home. Approved In-home Providers are exempt from licensure under 7 AAC 57.015(9), and receive CCDF. An Approved In-home caregiver may provide care for all the family's children residing in the family home. An Approved In-home caregiver's CCDF eligibility is tied to the family's Child Care Assistance eligibility and participation. Approved In-home caregivers are required to obtain a criminal history check through the Alaska Background Check Program and meet health and safety standards set forth by regulations. A health and safety inspection is conducted within 90 days of a completed application being received or program approval issued. Unannounced health and safety inspections are conducted annually.

5.1.3 Check and describe any CCDF providers in your state/territory who are exempt from licensing (98.40(2)(i) through (iv))? Describe exemptions based on length of day, threshold on the number of children in care, ages of children in care or any other factors applicable to the exemption

Center-based child care.

If checked, describe the exemptions.

Under 7 AAC 57.015, a center-based child care is exempt from licensure if the child care facility: requires each child's parent to be on the premises; is located on a United States Department of Defense or United States Coast Guard installation; is a recreational program that does not assume responsibility for care of the children; is a daytime therapeutic program for children with special needs; is a certified pre-elementary school; operates as a Head Start preschool; or is a temporary facility that provides care for one specific one-time occurrence schedule for less than five weeks in any 12-month period.

The following center-based license exempt child care facilities above may participate in the Child Care Assistance Program and receive CCDF: United States Department of Defense or United States Coast Guard installations; a day camp or similar facility or program that is accredited or certified from a national accreditation group; and a provider with a current certificate or other approval granted by a tribal entity in accordance with Child Care and Development Fund requirements, with provider standards that meet or exceed Child Care Assistance Program standards under 7 AAC 41.

A certified pre-elementary school and Head Start preschool, while exempt from licensure, may choose to become licensed in order to participate in the Child Care Assistance Program and receive CCDF.

Family child care.

If checked, describe the exemptions.

Under 7 AAC 57.015, a family child care is exempt if the facility provides care for four or fewer children, including the caregivers own children. Approved Relative Providers - defined as one individual who is not licensed and provides child care services outside of the child's own home, as the sole caregiver, in their private residence to children who are

all related to the provider. An Approved Relative Provider may provide care for no more than 5 children under age 13, including the provider's own children. Approved Relative Providers are exempt from licensure under 7 AAC 57.015(8), and receive CCDF. Approved Relative Providers are required to obtain a criminal history check through the Alaska Background Check Program and meet health and safety standards set forth by regulations. A health and safety inspection is conducted within 90 days of a completed application being received or program approval issued. Unannounced health and safety inspections are conducted annually.

In-home care.

If checked, describe the exemptions.

Approved In-home Providers - defined as an in-home child care caregiver, hired by the family, to provide care in the family's home for only the children of the family who live in the home. Approved In-home Providers are exempt from licensure under 7 AAC 57.015(9), and receive CCDF. An Approved In-home caregiver may provide care for all the family's children residing in the family home. An Approved In-home caregiver's CCDF eligibility is tied to the family's Child Care Assistance eligibility and participation. Approved In-home caregivers are required to obtain a criminal history check through the Alaska Background Check Program and meet health and safety standards set forth by regulations. A health and safety inspection is conducted within 90 days of a completed application being received or program approval issued. Unannounced health and safety inspections are conducted annually.

[5.2 Health and Safety Standards and Requirements for CCDF Providers](#)

5.2.1 Standards on ratios, group sizes, and qualifications for CCDF providers.

Lead Agencies are required to establish child care standards for providers receiving CCDF funds, appropriate to the type of child care setting involved, that address appropriate ratios

between the number of children and number of providers in terms of the age of the children, group size limits for specific age populations, and the required qualifications for providers (658E(c)(2)(H); 98.41(d); 98.16(m)). For ease of responding, this section is organized by CCDF categories of care, licensing status, and age categories. Respondents should map their Lead Agency categories of care to the CCDF categories.

a) Licensed CCDF center-based care

1. Infant

-- How does the State/territory define infant (age range):

An infant means a child from birth through 18 months of age

-- Ratio:

5:1

-- Group size:

10:2

-- Teacher/caregiver qualifications:

Teacher/caregiver qualifications include being at least 18 years of age to count in the child-to-caregiver ratios, except in a child care center a caregiver who is at least 16 years old may be counted if they have completed a child care training course or have demonstrated competency in child care to the administrator's satisfaction, works under the supervision of an adult caregiver, works within sight and sound of an adult caregiver, and makes up no more than one-fourth of the total caregivers on duty. Teacher/caregiver qualifications also include an orientation of the facility's policies and procedures; where appropriate, satisfying the individual needs of children; emergency procedures and health and safety measures; the following approved health and safety training, appropriate to the child care facility type and age of children served, which consists of:

(A) prevention and control of infectious diseases, including immunizations;

(B) prevention of sudden infant death syndrome and use of safe sleeping practices;

(C) administration of medication, consistent with standards for parental consent;

(D) prevention of and response to emergencies due to food and allergic reactions;

(E) building and physical premises safety, including identification of and protection

from hazards, bodies of water, and vehicular traffic;
(F) prevention of shaken baby syndrome, abusive head trauma, and child maltreatment;
(G) emergency preparedness and response planning for emergencies resulting from a natural disaster, or a man-caused event (such as violence at a child care facility), within the meaning of those terms under section 602(a)(1) of the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C 5195a(a)(1) that shall include procedures for evacuation, relocation, shelter-in-place and lock down, staff and volunteer emergency preparedness training and practice drills, communication and reunification with families, continuity of operations, and accommodation of infants and toddlers, children with disabilities, and children with chronic medical conditions);
(H) handling and storage of hazardous materials and the appropriate disposal of bio contaminants;
(I) appropriate precautions in transporting children, if applicable;
(J) valid current pediatric first aid and cardiopulmonary resuscitation (CPR); and
(K) Recognition and reporting of child abuse and neglect, as required by section 106(b)(2)(B)(i) of the Child Abuse and Prevention and Treatment Act (42 U.S.C. 5106a(b)(2)(B)(i); trained in compliance with Alaska's child abuse reporting laws under AS 47.17, or other child abuse reporting procedures and laws in the service area; and
the applicable requirements of 7 AAC 10.1000-7 AAC 10.1095 and 7 AAC 57.005-7 AAC 57.810.

2. Toddler

-- How does the State/territory define toddler (age range):

A toddler means a child age 19 to 36 months.

-- Ratio:

6:1

-- Group size:

12:2

-- Teacher/caregiver qualifications:

Teacher/caregiver qualifications include being at least 18 years of age to count in the child-to-caregiver ratios, except in a child care center a caregiver who is at least 16 years old may be counted if they have completed a child care training course or have demonstrated competency in child care to the administrator's satisfaction, works under the supervision of an adult caregiver, works within sight and sound of an adult caregiver, and makes up no more than one-fourth of the total caregivers on duty. Teacher/caregiver qualifications also include an orientation of the facility's policies and procedures; where appropriate, satisfying the individual needs of children; emergency procedures and health and safety measures; the following approved health and safety training, appropriate to the child care facility type and age of children served, which consists of:

- (A) prevention and control of infectious diseases, including immunizations;
- (B) prevention of sudden infant death syndrome and use of safe sleeping practices;

- (C) administration of medication, consistent with standards for parental consent;
- (D) prevention of and response to emergencies due to food and allergic reactions;
- (E) building and physical premises safety, including identification of and protection from hazards, bodies of water, and vehicular traffic;
- (F) prevention of shaken baby syndrome, abusive head trauma, and child maltreatment;
- (G) emergency preparedness and response planning for emergencies resulting from a natural disaster, or a man-caused event (such as violence at a child care facility), within the meaning of those terms under section 602(a)(1) of the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C 5195a(a)(1) that shall include procedures for evacuation, relocation, shelter-in-place and lock down, staff and volunteer emergency preparedness training and practice drills, communication and reunification with families, continuity of operations, and accommodation of infants and toddlers, children with disabilities, and children with chronic medical conditions);
- (H) handling and storage of hazardous materials and the appropriate disposal of bio contaminants;
- (I) appropriate precautions in transporting children, if applicable;
- (J) valid current pediatric first aid and cardiopulmonary resuscitation (CPR); and
- (K) Recognition and reporting of child abuse and neglect, as required by section

106(b)(2)(B)(i) of the Child Abuse and Prevention and Treatment Act (42 U.S.C. 5106a(b)(2)(B)(i); trained in compliance with Alaska's child abuse reporting laws under AS 47.17, or other child abuse reporting procedures and laws in the service area; and the applicable requirements of 7 AAC 10.1000-7 AAC 10.1095 and 7 AAC 57.005-7 AAC 57.810.

3. Preschool

-- How does the State/territory define preschool (age range):

A preschooler means 3 and 4 years of age.

-- Ratio:

10:1

-- Group size:

20:2

-- Teacher/caregiver qualifications:

Teacher/caregiver qualifications include being at least 18 years of age to count in the child-to-caregiver ratios, except in a child care center a caregiver who is at least 16 years old may be counted if they have completed a child care training course or have demonstrated competency in child care to the administrator's satisfaction, works under the supervision of an adult caregiver, works within sight and sound of an adult caregiver, and makes up no more than one-fourth of the total caregivers on duty. Teacher/caregiver qualifications also include an orientation of the facility's policies and procedures; where appropriate, satisfying the individual needs of children; emergency procedures and health and safety measures; the following approved health and safety training, appropriate to the child care facility type and age of children served, which consists of:

(A) prevention and control of infectious diseases, including immunizations;

(B) prevention of sudden infant death syndrome and use of safe sleeping practices;

(C) administration of medication, consistent with standards for parental consent;

(D) prevention of and response to emergencies due to food and allergic reactions;

(E) building and physical premises safety, including identification of and protection from hazards, bodies of water, and vehicular traffic;

(F) prevention of shaken baby syndrome, abusive head trauma, and child maltreatment;

(G) emergency preparedness and response planning for emergencies resulting from a natural disaster, or a man-caused event (such as violence at a child care facility), within the meaning of those terms under section 602(a)(1) of the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C 5195a(a)(1) that shall include procedures for evacuation, relocation, shelter-in-place and lock down, staff and volunteer emergency preparedness training and practice drills, communication and reunification with families, continuity of operations, and accommodation of infants and toddlers, children with disabilities, and children with chronic medical conditions);

(H) handling and storage of hazardous materials and the appropriate disposal of bio contaminants;

(I) appropriate precautions in transporting children, if applicable;

(J) valid current pediatric first aid and cardiopulmonary resuscitation (CPR); and

(K) Recognition and reporting of child abuse and neglect, as required by section 106(b)(2)(B)(i) of the Child Abuse and Prevention and Treatment Act (42 U.S.C. 5106a(b)(2)(B)(i); trained in compliance with Alaska's child abuse reporting laws under AS 47.17, or other child abuse reporting procedures and laws in the service area; and

the applicable requirements of 7 AAC 10.1000-7 AAC 10.1095 and 7 AAC 57.005-7 AAC 57.810.

4. School-age

-- How does the State/territory define school-age (age range):

School age is broken up into two age categories. Kindergarten means children 5 and 6 years of age and school-age means 7 through 12 years of age.

-- Ratio:

Kindergarten: 14:1, and School age:18:1

-- Group size:

Kindergarten: 28:2, and School age:36:2

-- Teacher/caregiver qualifications:

Teacher/caregiver qualifications include being at least 18 years of age to count in the child-to-caregiver ratios, except in a child care center a caregiver who is at least 16 years old may be counted if they have completed a child care training course or have demonstrated competency in child care to the administrator's satisfaction, works under the supervision of an adult caregiver, works within sight and sound of an adult caregiver, and makes up no more than one-fourth of the total caregivers on duty. Teacher/caregiver qualifications also include an orientation of the facility's policies and procedures; where appropriate, satisfying the individual needs of children; emergency procedures and health and safety measures; the following approved health and safety training, appropriate to the child care facility type and age of children served, which consists of:

- (A) prevention and control of infectious diseases, including immunizations;
- (B) prevention of sudden infant death syndrome and use of safe sleeping practices;
- (C) administration of medication, consistent with standards for parental consent;
- (D) prevention of and response to emergencies due to food and allergic reactions;
- (E) building and physical premises safety, including identification of and protection from hazards, bodies of water, and vehicular traffic;
- (F) prevention of shaken baby syndrome, abusive head trauma, and child maltreatment;
- (G) emergency preparedness and response planning for emergencies resulting from a natural disaster, or a man-caused event (such as violence at a child care facility), within the meaning of those terms under section 602(a)(1) of the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C 5195a(a)(1) that shall include procedures for evacuation, relocation, shelter-in-place and lock down, staff and volunteer emergency preparedness training and practice drills, communication and reunification with families, continuity of operations, and accommodation of infants and toddlers, children with disabilities, and children with chronic medical conditions);
- (H) handling and storage of hazardous materials and the appropriate disposal of bio contaminants;

(I) appropriate precautions in transporting children, if applicable;
(J) valid current pediatric first aid and cardiopulmonary resuscitation (CPR); and
(K) Recognition and reporting of child abuse and neglect, as required by section 106(b)(2)(B)(i) of the Child Abuse and Prevention and Treatment Act (42 U.S.C. 5106a(b)(2)(B)(i)); trained in compliance with Alaska's child abuse reporting laws under AS 47.17, or other child abuse reporting procedures and laws in the service area; and
the applicable requirements of 7 AAC 10.1000-7 AAC 10.1095 and 7 AAC 57.005-7 AAC 57.810.

5. If any of the responses above are different for exempt child care centers, describe which requirements apply to exempt centers

The CCDF Lead Agency, the Child Care Program Office (CCPO), does not have oversight over licensed exempt Child Care Assistance Program (CCAP) participating centers (military or tribal programs). In order to participate in the CCAP, these licensed exempt centers have to certify that they meet or exceed CCAP requirements.

6. Describe, if applicable, ratios, group sizes, and qualifications for classrooms with mixed age groups.

The child-to-caregiver ratios for the youngest child apply when children are in mixed age groups. Teachers/caregivers in classrooms with mixed age groups must complete an orientation, inclusive of the approved health and safety training appropriate to the age of children served.

7. Describe the director qualifications for licensed CCDF center-based care, including any variations based on the ages of children in care.

1. The director (administrator) of a child care center must be at least 21 years of age, and must: have an understanding of the development of children; have the ability to care for children; have the skills to work with children, family members, department staff, community agencies; and, if applicable, staff of the child care facility; and have management and supervisory skills necessary to handle finances, plan and evaluate programs, and select and supervise personnel, including delegation of responsibility and motivation of staff. The administrator of a child care facility must have at least 12 semester hours of college credits in early childhood development, child development, child psychology, or the equivalent, or must hold either a current child development associate (CDA) credential from the Council for Early Childhood Professional Recognition or a

Montessori certificate issued by a program accredited by the Montessori Accreditation Commission for Teacher Education. College credits in management may substitute for three of the 12 required credits. The administrator of a child care center for school age children may substitute relevant college courses, except that at least three semester hours of college credits in child development are required.

Additionally, the director (Administrator) of a licensed CCDF child care center, must complete the following approved health and safety training, appropriate to the child care facility type and age of children served:

- (A) prevention and control of infectious diseases, including immunizations;
- (B) prevention of sudden infant death syndrome and use of safe sleeping practices;
- (C) administration of medication, consistent with standards for parental consent;
- (D) prevention of and response to emergencies due to food and allergic reactions;
- (E) building and physical premises safety, including identification of and protection from hazards, bodies of water, and vehicular traffic;
- (F) prevention of shaken baby syndrome, abusive head trauma, and child maltreatment;
- (G) emergency preparedness and response planning for emergencies resulting from a natural disaster, or a man-caused event (such as violence at a child care facility), within the meaning of those terms under section 602(a)(1) of the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C 5195a(a)(1) that shall include procedures for evacuation, relocation, shelter-in-place and lock down, staff and volunteer emergency preparedness training and practice drills, communication and reunification with families, continuity of operations, and accommodation of infants and toddlers, children with disabilities, and children with chronic medical conditions);
- (H) handling and storage of hazardous materials and the appropriate disposal of bio contaminants;
- (I) appropriate precautions in transporting children, if applicable;
- (J) valid current pediatric first aid and cardiopulmonary resuscitation (CPR); and
- (K) Recognition and reporting of child abuse and neglect, as required by section 106(b)(2)(B)(i) of the Child Abuse and Prevention and Treatment Act (42 U.S.C. 5106a(b)(2)(B)(i); trained in compliance with Alaska's child abuse reporting laws under AS 47.17, or other child abuse reporting procedures and laws in the service area.

b) Licensed CCDF family child care provider

1. Infant

-- How does the State/territory define infant (age range):

An infant means a child from birth through 18 months of age.

-- Ratio:

Home: Child Care Facilities Licensing regulation 7 AAC 57.505 (a) requires: a child care home must have at least one caregiver and may provide care for no more than a total of 8 children under age 13 years. Of the total children in care, no more than 3 may be under the age of 30 months, and no more than 2 may be nonambulatory.

Group home: Child Care Facilities Licensing regulation 7 AAC 57.505 (b) requires: a child care group home must have at least two caregivers and may provide care for no more than a total of 12 children under age 13 years. Of the total children in care, no more than five may be under the age of 30 months, and no more than four may be nonambulatory.

-- Group size:

Maximum group size for a child care home is 8 children to 1 caregiver. Maximum group size for a child care group home is 12 children to 2 caregivers.

-- Teacher/caregiver qualifications:

Teacher/caregiver qualifications include being at least 18 years of age, and an orientation of the facility's policies and procedures; where appropriate, satisfying the individual needs of children; emergency procedures and health and safety measures; the following approved health and safety training, appropriate to the child care facility type and age of children served, which consists of: (A) prevention and control of infectious diseases, including immunizations; (B) prevention of sudden infant death syndrome and use of safe sleeping practices; (C) administration of medication, consistent with standards for parental consent; (D) prevention of and response to emergencies due to food and allergic reactions; (E) building and physical premises safety, including identification of and protection from hazards, bodies of water, and vehicular traffic;

(F) prevention of shaken baby syndrome, abusive head trauma, and child maltreatment;

(G) emergency preparedness and response planning for emergencies resulting from a natural disaster, or a man-caused event (such as violence at a child care facility), within the meaning of those terms under section 602(a)(1) of the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C 5195a(a)(1) that shall include procedures for evacuation, relocation, shelter-in-place and lock down, staff and volunteer emergency preparedness training and practice drills, communication and reunification with families, continuity of operations, and accommodation of infants and toddlers, children with disabilities, and children with chronic medical conditions);

(H) handling and storage of hazardous materials and the appropriate disposal of bio contaminants;

(I) appropriate precautions in transporting children, if applicable;

(J) valid current pediatric first aid and cardiopulmonary resuscitation (CPR); and

(K) Recognition and reporting of child abuse and neglect, as required by section 106(b)(2)(B)(i) of the Child Abuse and Prevention and Treatment Act (42 U.S.C. 5106a(b)(2)(B)(i); trained in compliance with Alaska's child abuse reporting laws under AS 47.17, or other child abuse reporting procedures and laws in the service area; and

the applicable requirements of 7 AAC 10.1000-7 AAC 10.1095 and 7 AAC 57.005-7 AAC 57.810.

2. Toddler

-- How does the State/territory define toddler (age range):

A toddler means a child age 19 months through 36 months..

-- Ratio:

Home: Child Care Facilities Licensing regulation 7 AAC 57.505 (a) requires: a child care home must have at least one caregiver and may provide care for no more than a total of 8 children under age 13 years. Of the total children in care, no more than 3 may be under the age of 30 months, and no more than 2 may be nonambulatory.

Group home: Child Care Facilities Licensing regulation 7 AAC 57.505 (b) requires:a child care group home must have at least two caregivers and may provide care for

no more than a total of 12 children under age 13 years. Of the total children in care, no more than five may be under the age of 30 months, and no more than four may be nonambulatory.

-- Group size:

Maximum group size for a child care home is 8 children to 1 caregiver. Maximum group size for a child care group home is 12 children to 2 caregivers

-- Teacher/caregiver qualifications:

Teacher/caregiver qualifications include being at least 18 years of age, and an orientation of the facility's policies and procedures; where appropriate, satisfying the individual needs of children; emergency procedures and health and safety measures; the following approved health and safety training, appropriate to the child care facility type and age of children served, which consists of: (A) prevention and control of infectious diseases, including immunizations;

(B) prevention of sudden infant death syndrome and use of safe sleeping practices;

(C) administration of medication, consistent with standards for parental consent;

(D) prevention of and response to emergencies due to food and allergic reactions;

(E) building and physical premises safety, including identification of and protection from hazards, bodies of water, and vehicular traffic;

(F) prevention of shaken baby syndrome, abusive head trauma, and child maltreatment;

(G) emergency preparedness and response planning for emergencies resulting from a natural disaster, or a man-caused event (such as violence at a child care facility), within the meaning of those terms under section 602(a)(1) of the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C 5195a(a)(1) that shall include procedures for evacuation, relocation, shelter-in-place and lock down, staff and volunteer emergency preparedness training and practice drills, communication and reunification with families, continuity of operations, and accommodation of infants and toddlers, children with disabilities, and children with chronic medical conditions);

(H) handling and storage of hazardous materials and the appropriate disposal of bio contaminants;

(I) appropriate precautions in transporting children, if applicable;

(J) valid current pediatric first aid and cardiopulmonary resuscitation (CPR); and
(K) Recognition and reporting of child abuse and neglect, as required by section 106(b)(2)(B)(i) of the Child Abuse and Prevention and Treatment Act (42 U.S.C. 5106a(b)(2)(B)(i); trained in compliance with Alaska's child abuse reporting laws under AS 47.17, or other child abuse reporting procedures and laws in the service area; and
the applicable requirements of 7 AAC 10.1000-7 AAC 10.1095 and 7 AAC 57.005-7 AAC 57.810.

3. Preschool

-- How does the State/territory define preschool (age range):

A preschooler means a child age 3 and 4 years of age.

-- Ratio:

Home: Child Care Facilities Licensing regulation 7 AAC 57.505 (a) requires: a child care home must have at least one caregiver and may provide care for no more than a total of 8 children under age 13 years. Of the total children in care, no more than 3 may be under the age of 30 months, and no more than 2 may be nonambulatory.

Group home: Child Care Facilities Licensing regulation 7 AAC 57.505 (b) requires: a child care group home must have at least two caregivers and may provide care for no more than a total of 12 children under age 13 years. Of the total children in care, no more than five may be under the age of 30 months, and no more than four may be nonambulatory.

-- Group size:

Maximum group size for a child care home is 8 children to 1 caregiver. Maximum group size for a child care group home is 12 children to 2 caregivers.

-- Teacher/caregiver qualifications:

Teacher/caregiver qualifications include being at least 18 years of age, and an orientation of the facility's policies and procedures; where appropriate, satisfying the individual needs of children; emergency procedures and health and safety measures; the following approved health and safety training, appropriate to the

child care facility type and age of children served, which consists of: (A) prevention and control of infectious diseases, including immunizations;

(B) prevention of sudden infant death syndrome and use of safe sleeping practices;

(C) administration of medication, consistent with standards for parental consent;

(D) prevention of and response to emergencies due to food and allergic reactions;

(E) building and physical premises safety, including identification of and protection from hazards, bodies of water, and vehicular traffic;

(F) prevention of shaken baby syndrome, abusive head trauma, and child maltreatment;

(G) emergency preparedness and response planning for emergencies resulting from a natural disaster, or a man-caused event (such as violence at a child care facility), within the meaning of those terms under section 602(a)(1) of the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C 5195a(a)(1) that shall include procedures for evacuation, relocation, shelter-in-place and lock down, staff and volunteer emergency preparedness training and practice drills, communication and reunification with families, continuity of operations, and accommodation of infants and toddlers, children with disabilities, and children with chronic medical conditions);

(H) handling and storage of hazardous materials and the appropriate disposal of bio contaminants;

(I) appropriate precautions in transporting children, if applicable;

(J) valid current pediatric first aid and cardiopulmonary resuscitation (CPR); and

(K) Recognition and reporting of child abuse and neglect, as required by section 106(b)(2)(B)(i) of the Child Abuse and Prevention and Treatment Act (42 U.S.C. 5106a(b)(2)(B)(i); trained in compliance with Alaska's child abuse reporting laws under AS 47.17, or other child abuse reporting procedures and laws in the service area; and

the applicable requirements of 7 AAC 10.1000-7 AAC 10.1095 and 7 AAC 57.005-7 AAC 57.810.

4. School-age

-- How does the State/territory define school-age (age range):

School age means a child age 7 through age 12.

-- Ratio:

Home: Child Care Facilities Licensing regulation 7 AAC 57.505 (a) requires: a child care home must have at least one caregiver and may provide care for no more than a total of 8 children under age 13 years. Of the total children in care, no more than 3 may be under the age of 30 months, and no more than 2 may be nonambulatory.

Group home: Child Care Facilities Licensing regulation 7 AAC 57.505 (b) requires: a child care group home must have at least two caregivers and may provide care for no more than a total of 12 children under age 13 years. Of the total children in care, no more than five may be under the age of 30 months, and no more than four may be nonambulatory.

-- Group size:

Maximum group size for a child care home is 8 children to 1 caregiver. Maximum group size for a child care group home is 12 children to 2 caregivers.

-- Teacher/caregiver qualifications:

Teacher/caregiver qualifications include being at least 18 years of age, and an orientation of the facility's policies and procedures; where appropriate, satisfying the individual needs of children; emergency procedures and health and safety measures; the following approved health and safety training, appropriate to the child care facility type and age of children served, which consists of: (A) prevention and control of infectious diseases, including immunizations; (B) prevention of sudden infant death syndrome and use of safe sleeping practices; (C) administration of medication, consistent with standards for parental consent; (D) prevention of and response to emergencies due to food and allergic reactions; (E) building and physical premises safety, including identification of and protection from hazards, bodies of water, and vehicular traffic; (F) prevention of shaken baby syndrome, abusive head trauma, and child maltreatment; (G) emergency preparedness and response planning for emergencies resulting from a natural disaster, or a man-caused event (such as violence at a child care facility), within the meaning of those terms under section 602(a)(1) of the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C 5195a(a)(1) that

shall include procedures for evacuation, relocation, shelter-in-place and lock down, staff and volunteer emergency preparedness training and practice drills, communication and reunification with families, continuity of operations, and accommodation of infants and toddlers, children with disabilities, and children with chronic medical conditions);

(H) handling and storage of hazardous materials and the appropriate disposal of bio contaminants;

(I) appropriate precautions in transporting children, if applicable;

(J) valid current pediatric first aid and cardiopulmonary resuscitation (CPR); and

(K) Recognition and reporting of child abuse and neglect, as required by section 106(b)(2)(B)(i) of the Child Abuse and Prevention and Treatment Act (42 U.S.C. 5106a(b)(2)(B)(i); trained in compliance with Alaska's child abuse reporting laws under AS 47.17, or other child abuse reporting procedures and laws in the service area; and

the applicable requirements of 7 AAC 10.1000-7 AAC 10.1095 and 7 AAC 57.005-7 AAC 57.810.

5. If any of the responses above are different for exempt family child care homes, please describe which requirements apply to exempt homes

Approved Relative child care providers may care for five or fewer children younger than 13 years of age, including the provider's own children. No more than 2 of the children in care may be younger than 30 months of age.

c) In-home CCDF providers:

1. Describe the ratios

An in-home child care caregiver can care for all the children of the family, who are younger than 13 years of age, residing in the family home. If there are fewer than 5 children in the family, with permission from the family the caregiver may also care for the caregiver's own children if the total number of all children in care does not exceed 5.

2. Describe the group size

The maximum group size cannot exceed 5.

3. Describe the maximum number of children that are allowed in the home at any one time.

The total number of children of the family who are younger than 13 years of age. If the number of children of the family younger than 13 years of age is less than 5 and if permitted, the caregiver's own children may be in care however the total children in care cannot exceed 5.

4. Describe if the state/territory requires related children to be included in the child-to-provider ratio or group size

Yes. All children of the family who are younger than 13 years of age and if permitted, the caregiver's own children are counted regardless of whether the caregiver is a relative of the children of the family.

5. Describe any limits on infants and toddlers or additional school-age children that are allowed for part of the day

To be eligible to use in-home care the parents of the family must be participating in an eligible activity outside the family's home and require care for at least: 4 children who are not in school at any time during the day and are not the children of the in-home caregiver; one child with special needs; one child who is younger than 12 months of age; or one child of a family in which all parents are working a night shift.

5.2 Health and Safety Standards and Requirements for CCDF Providers

5.2.2 Health and safety standards for CCDF providers.

States and territories must establish health and safety standards for programs (e.g., child care centers, family child care homes, etc.) serving children receiving CCDF assistance relating to the topics listed below, as appropriate to the provider setting and age of the children served (98.41(a)). This requirement is applicable to all child care providers receiving CCDF funds regardless of licensing status (i.e., licensed or license-exempt). The only exception to this requirement is for providers who are caring for their own relatives because Lead Agencies have the option of exempting relatives from some or all CCDF health and safety requirements (98.42(c)).

a) To certify, describe how the following health and safety standards for programs serving children receiving CCDF assistance are defined and established on the required topics (98.16(l)). Note: This question is different from the health and safety training requirements, which are addressed in question 5.2.3.

1. Prevention and control of infectious diseases (including immunization)

-- Provide a brief summary of how this standard is defined (i.e., what is the standard, content covered, practices required, etc.)

The standard is defined as prevention and control of infectious diseases and the following minimum standards are checked during on-site monitoring and inspections:

- Immunization;
- Hand hygiene;
- Cleaning, sanitizing, and disinfecting;
- Policy for inclusion/exclusion of children and staff due to communicable diseases and outbreak control;
- Prevention of exposure to blood or bodily fluids.

-- List all citations for these requirements, including those for licensed and license-exempt programs

Child Care Facilities Licensing 7 AAC 57.350(a)(4)(A). Child Care Assistance Program regulations 7 AAC 41.210 (12)(A) for Approved Relative and 7 AAC 41.370 (m)(1) for In-home care both of which are exempt from licensing.

-- Describe any variations by category of care (i.e., center, FCC, in-home) and licensing status (i.e., licensed, license-exempt).

There are no variations based on category of care for Approved Relative and In-home care providers. Approved health and safety trainings for licensed child care facilities are appropriate to the child care facility type and age of children served.

-- Describe any variations based on the age of the children in care

There are no variations based on age of the children in care for Approved Relative and In-home care providers. Approved health and safety trainings for licensed child care facilities are appropriate to the child care facility type and age of children served.

-- Describe if relatives are exempt from this requirement

Approved relative and in-home providers are not exempt from this requirement.

2. Prevention of sudden infant death syndrome and the use of safe-sleep practices

-- Provide a brief summary of how this standard is defined (i.e., what is the standard, content covered, practices required, etc.)

The standard is defined as prevention of sudden infant death syndrome (SIDS) and use of safe sleeping practices and the following minimum standards are checked during on-site monitoring and inspections:

- Safe sleep environment and equipment;
- Safe sleep practices;
- Supervision; and
- SIDS risk reduction.

-- List all citations for these requirements, including those for licensed and license-exempt providers

Child Care Facilities Licensing 7 AAC 57.350(a)(4)(B). Child Care Assistance Program regulations 7 AAC 41.210 (12)(B) for Approved Relative and 7 AAC 41.370 (m)(2) for In-home care both of which are exempt from licensing.

-- Describe any variations by category of care (i.e., center, FCC, in-home) and licensing status (i.e., licensed, license-exempt).

There are no variations based on category of care for Approved Relative and In-home care providers. Approved health and safety trainings for licensed child care facilities are appropriate to the child care facility type and age of children served.

-- Describe any variations based on the age of the children in care

There are no variations based on age of the children in care for Approved Relative and In-home care providers. Approved health and safety trainings for licensed child care facilities are appropriate to the child care facility type and age of children served.

-- Describe if relatives are exempt from this requirement

Approved relative and in-home providers are not exempt from this requirement.

3. Administration of medication, consistent with standards for parental consent

-- Provide a brief summary of how this standard is defined (i.e., what is the standard, content covered, practices required, etc.)

The standard is defined as the administration of medication, consistent with standards for parental consent and the following minimum training standards are checked during on-site monitoring and inspections:

- Procedure for permission of administration of medication to include prescription and nonprescription medication;
- Storage of medication;
- Administration of medication;
- Documentation of administration of medication; and
- Unused medication.

-- List all citations for these requirements, including those for licensed and license-exempt providers

Child Care Facilities Licensing, 7 AAC 57.350(a)(4)(C). Child Care Assistance Program regulations 7 AAC 41.210 (12)(C) for Approved Relative and 7 AAC 41.370 (m)(3) for In-home care both of which are exempt from licensing.

-- Describe any variations by category of care (i.e., center, FCC, in-home) and licensing status (i.e., licensed, license-exempt).

There are no variations based on category of care for Approved Relative and In-home care providers. Approved health and safety trainings for licensed child care facilities are appropriate to the child care facility type and age of children served.

-- Describe any variations based on the age of the children in care

There are no variations based on age of the children in care for Approved Relative and In-home care providers. Approved health and safety trainings for licensed child care facilities are appropriate to the child care facility type and age of children served.

-- Describe if relatives are exempt from this requirement

Approved relative and in-home providers are not exempt from this requirement.

4. Prevention of and response to emergencies due to food and allergic reactions

-- Provide a brief summary of how this standard is defined (i.e., what is the standard, content covered, practices required, etc.)

The standard is defined as the prevention of and response to emergencies due to food and allergic reactions and the following minimum standards are checked during on-site monitoring and inspections:

- Identifying between food allergy and food sensitivity;
- Plan of care for children with food allergies to include minimization of exposure, feeding plans, and dietary modification;
- Response to allergic reaction due to food;
- Emergency intervention; and
- Documentation of allergic reaction occurrences.

-- List all citations for these requirements, including those for licensed and license-exempt providers

Child Care Facilities Licensing 7 AAC 57.350(a)(4)(D). Child Care Assistance Program regulations 7 AAC 41.210 (12)(D) for Approved Relative and 7 AAC 41.370 (m)(4) for In-home care both of which are exempt from licensing.

-- Describe any variations by category of care (i.e., center, FCC, in-home) and licensing status (i.e., licensed, license-exempt).

There are no variations based on category of care for Approved Relative and In-home care providers. Approved health and safety trainings for licensed child care facilities are appropriate to the child care facility type and age of children served.

-- Describe any variations based on the age of the children in care

There are no variations based on age of the children in care for Approved Relative and In-home care providers. Approved health and safety trainings for licensed child care facilities are appropriate to the child care facility type and age of children served.

-- Describe if relatives are exempt from this requirement

Approved relative and in-home providers are not exempt from this requirement.

5. Building and physical premises safety, including the identification of and protection from hazards that can cause bodily injury, such as electrical hazards, bodies of water, and vehicular traffic

-- Provide a brief summary of how this standard is defined (i.e., what is the standard, content covered, practices required, etc.)

The standard is defined as building and physical premises safety, including identification of and protection from hazards, bodies of water, and vehicular traffic and the following standards are checked during on-site monitoring and inspections:

- Identification of and protection from hazards, bodies of water, and vehicular traffic;
- Active supervision;
- Safe indoor and outdoor environments; and
- Safety of equipment, materials, and furnishing.

-- List all citations for these requirements, including those for licensed and license-exempt providers

Child Care Facilities Licensing 7 AAC 57.350(a)(4)(E). Child Care Assistance Program regulations 7 AAC 41.210 (12)(E) for Approved Relative and 7 AAC 41.370 (m)(5) for In-home care both of which are exempt from licensing.

-- Describe any variations by category of care (i.e., center, FCC, in-home) and licensing status (i.e., licensed, license-exempt).

There are no variations based on category of care for Approved Relative and In-home care providers. Approved health and safety trainings for licensed child care facilities are appropriate to the child care facility type and age of children served.

-- Describe any variations based on the age of the children in care

There are no variations based on age of the children in care for Approved Relative and In-home care providers. Approved health and safety trainings for licensed child care facilities are appropriate to the child care facility type and age of children served.

-- Describe if relatives are exempt from this requirement

Approved relative and in-home providers are not exempt from this requirement.

6. Prevention of shaken baby syndrome, abusive head trauma, and child maltreatment

-- Provide a brief summary of how this standard is defined (i.e., what is the standard, content covered, practices required, etc.)

The standard is defined as the prevention of shaken baby syndrome, abusive head trauma, and child maltreatment and the following minimum standards are checked

during on-site monitoring and inspections:

- Infant and toddler appropriate developmental practices, to include how to cope with a crying/fussy infant;
- Knowledge of shaken baby syndrome and abusive head trauma prevention and identification; and
- Recognition of signs of abusive head trauma.
- Behavior guidance policies at the provider level that address appropriate discipline to prevent child maltreatment.

-- List all citations for these requirements, including those for licensed and license-exempt providers

Child Care Facilities Licensing 7 AAC 57.350(a)(4)(F). Child Care Assistance Program regulations 7 AAC 41.210 (12)(F) for Approved Relative and 7 AAC 41.370 (m)(6) for In-home care both of which are exempt from licensing. 7 AAC 57. 535 and 7 AAC 41.213 for behavior guidance.

-- Describe any variations by category of care (i.e., center, FCC, in-home) and licensing status (i.e., licensed, license-exempt).

There are no variations based on category of care for Approved Relative and In-home care providers. Approved health and safety trainings for licensed child care facilities are appropriate to the child care facility type and age of children served.

-- Describe any variations based on the age of the children in care

There are no variations based on age of the children in care for Approved Relative and In-home care providers. Approved health and safety trainings for licensed child care facilities are appropriate to the child care facility type and age of children served.

-- Describe if relatives are exempt from this requirement

Approved relative and in-home providers are not exempt from this requirement.

7. Emergency preparedness and response planning for emergencies resulting from a natural disaster or a human-caused event (such as violence at a child care facility), within the meaning of those terms under section 602(a)(1) of the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. 5195a(a)(1)). Emergency preparedness and response planning (at the child care provider level) must also include procedures for evacuation; relocation; shelter-in-place and lockdown; staff and volunteer training and

practice drills; communications and reunification with families; continuity of operations; and accommodations for infants and toddlers, children with disabilities, and children with chronic medical conditions.

-- Provide a brief summary of how this standard is defined (i.e., what is the standard, content covered, practices required, etc.)

The standard is defined as emergency preparedness and response planning for emergencies resulting from a natural disaster, or a man-caused event (such as violence at a child care facility), within the meaning of those terms under section 602(a)(1) of the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C 5195a(a)(1) that shall include procedures for evacuation, relocation, shelter-in-place and lock down, staff and volunteer emergency preparedness training and practice drills, communication and reunification with families, continuity of operations, and accommodation of infants and toddlers, children with disabilities, and children with chronic medical conditions) and the following minimum standards are checked during on-site monitoring and inspections:

- Written plan and training for handling urgent medical care, threatening incidents, shelter in place, lock down, and natural disasters;
- Evacuation and emergency drills, to include policy and documentation;
- First aid, food, and water supplies; and
- Continuity of Operations Plan (COOP).

-- List all citations for these requirements, including those for licensed and license-exempt providers

Child Care Facilities Licensing 7 AAC 57.350(a)(4)(G). Child Care Assistance Program regulations 7 AAC 41.210 (12)(G) for Approved Relative and 7 AAC 41.370 (m)(7) for In-home care both of which are exempt from licensing.

-- Describe any variations by category of care (i.e., center, FCC, in-home) and licensing status (i.e., licensed, license-exempt).

There are no variations based on category of care for Approved Relative and In-home care providers. Approved health and safety trainings for licensed child care facilities are appropriate to the child care facility type and age of children served.

-- Describe any variations based on the age of the children in care

There are no variations based on age of the children in care for Approved Relative and In-home care providers. Approved health and safety trainings for licensed child

care facilities are appropriate to the child care facility type and age of children served.

-- Describe if relatives are exempt from this requirement

Approved relative and in-home providers are not exempt from this requirement.

8. Handling and storage of hazardous materials and the appropriate disposal of bio-contaminants

-- Provide a brief summary of how this standard is defined (i.e., what is the standard, content covered, practices required, etc.)

The standard is defined as handling and storage of hazardous materials and the appropriate disposal of bio contaminants and the following minimum standards are checked during on-site monitoring and inspections:

- Use and safe storage of hazardous materials; and
- Universal precautions, to include prevention and exposure to blood and bodily fluids.

-- List all citations for these requirements, including those for licensed and license-exempt providers

Child Care Facilities Licensing 7 AAC 57.350(a)(4)(H). Child Care Assistance Program regulations 7 AAC 41.210 (12)(H) for Approved Relative and 7 AAC 41.370 (m)(8) for In-home care both of which are exempt from licensing.

-- Describe any variations by category of care (i.e., center, FCC, in-home) and licensing status (i.e., licensed, license-exempt).

There are no variations based on category of care for Approved Relative and In-home care providers. Approved health and safety trainings for licensed child care facilities are appropriate to the child care facility type and age of children served.

-- Describe any variations based on the age of the children in care

There are no variations based on age of the children in care for Approved Relative and In-home care providers. Approved health and safety trainings for licensed child care facilities are appropriate to the child care facility type and age of children served.

-- Describe if relatives are exempt from this requirement

Approved relative and in-home providers are not exempt from this requirement.

9. Precautions in transporting children (if applicable)

-- Provide a brief summary of how this standard is defined (i.e., what is the standard, content covered, practices required, etc.)

The standard is defined as appropriate precautions in transporting children and the following minimum standards are checked during on-site monitoring and inspections:

- Qualifications of drivers;
- Child passenger safety;
- Procedures for supervision and accountability of children;
- First aid and emergency road side supplies, to include emergency contact information; and
- Knowledge of environmental hazards, to include indoor and outdoor temperatures of vehicle.

-- List all citations for these requirements, including those for licensed and license-exempt providers

Child Care Facilities Licensing 7 AAC 57.350(a)(4)(I). Child Care Assistance Program regulations 7 AAC 41.210 (12)(I) for Approved Relative and 7 AAC 41.370 (m)(9) for In-home care both of which are exempt from licensing.

-- Describe any variations by category of care (i.e., center, FCC, in-home) and licensing status (i.e., licensed, license-exempt).

There are no variations based on category of care for Approved Relative and In-home care providers. Approved health and safety trainings for licensed child care facilities are appropriate to the child care facility type and age of children served.

-- Describe any variations based on the age of the children in care

Precautions in transporting children is only required if applicable. There are no variations based on age of the children in care.

-- Describe if relatives are exempt from this requirement

Approved relative and in-home providers are not exempt from this requirement.

10. Pediatric first aid and cardiopulmonary resuscitation (CPR) certification

-- Provide a brief summary of how this standard is defined (i.e., what is the standard, content covered, practices required, etc.)

The standard is defined as valid current Pediatric first aid and cardiopulmonary resuscitation (CPR) and the following minimum standards are checked during on-site monitoring and inspections: pediatric first aid and CPR certification.

-- List all citations for these requirements, including those for licensed and license-exempt providers

Child Care Facilities Licensing 7 AAC 57.350(a)(4)(J). Child Care Assistance Program regulations 7 AAC 41.201 (e)(17) for Approved Relative and 7 AAC 41.370 (b)(2)(I) for In-home care both of which are exempt from licensing.

-- Describe any variations by category of care (i.e., center, FCC, in-home) and licensing status (i.e., licensed, license-exempt).

There are no variations based on category of care for Approved Relative and In-home care providers. Approved health and safety trainings for licensed child care facilities are appropriate to the child care facility type and age of children served.

-- Describe any variations based on the age of the children in care

There are no variations based on age of the children in care for Approved Relative and In-home care providers. Approved health and safety trainings for licensed child care facilities are appropriate to the child care facility type and age of children served.

-- Describe if relatives are exempt from this requirement

Approved relative and in-home providers are not exempt from this requirement.

11. Recognition and reporting of child abuse and neglect

-- Provide a brief summary of how this standard is defined (i.e., what is the standard, content covered, practices required, etc.)

The standard is defined as recognition and reporting of child abuse and neglect, as required by section 106(b)(2)(B)(i) of the Child Abuse and Prevention and Treatment Act (42 U.S.C. 5106a(b)(2)(B)(i)); trained in compliance with Alaska's child abuse reporting laws under AS 47.17, or other child abuse reporting procedures and laws in the service area and the following minimum standards are checked during on-site

monitoring and inspections:

- Recognition of signs of child abuse, neglect, and maltreatment;
- Importance of reporting; and
- Mandated reporting.

-- List all citations for these requirements, including those for licensed and license-exempt providers

Child Care Facilities Licensing 7 AAC 57.350(a)(4)(K). Child Care Assistance Program regulations 7 AAC 41.210 (12)(J) for Approved Relative and 7 AAC 41.370 (m)(10) for In-home care both of which are exempt from licensing.

-- Describe any variations by category of care (i.e., center, FCC, in-home) and licensing status (i.e., licensed, license-exempt).

There are no variations based on category of care for Approved Relative and In-home care providers. Approved health and safety trainings for licensed child care facilities are appropriate to the child care facility type and age of children served.

-- Describe any variations based on the age of the children in care

There are no variations based on age of the children in care for Approved Relative and In-home care providers. Approved health and safety trainings for licensed child care facilities are appropriate to the child care facility type and age of children served.

-- Describe if relatives are exempt from this requirement

Approved relative and in-home providers are not exempt from this requirement.

b) Does the Lead Agency include any of the following optional standards?

No, if no, skip to 5.2.3.

Yes, if yes provide the information related to the optional standards addressed.

1. Nutrition

--Provide a brief summary of how this standard is defined (i.e., what is the standard, content covered, practices required, etc.)

-- List all citations for these requirements, including those for licensed and license-exempt providers

--Describe any variations by category of care (i.e., center, FCC, in-home) and licensing status (i.e., licensed, license-exempt).

-- Describe any variations based on the age of the children in care.

--Describe if relatives are exempt from this requirement

2. Access to physical activity

--Provide a brief summary of how this standard is defined (i.e., what is the standard, content covered, practices required, etc.)

-- List all citations for these requirements, including those for licensed and license-exempt providers

--Describe any variations by category of care (i.e., center, FCC, in-home) and licensing status (i.e., licensed, license-exempt).

-- Describe any variations based on the age of the children in care.

--Describe if relatives are exempt from this requirement

3. Caring for children with special needs

--Provide a brief summary of how this standard is defined (i.e., what is the standard, content covered, practices required, etc.)

-- List all citations for these requirements, including those for licensed and license-exempt providers

--Describe any variations by category of care (i.e., center, FCC, in-home) and licensing status (i.e., licensed, license-exempt).

-- Describe any variations based on the age of the children in care.

--Describe if relatives are exempt from this requirement

4. Any other areas determined necessary to promote child development or to protect children's health and safety (98.44(b)(1)(iii)).

Describe:

--Provide a brief summary of how this standard is defined (i.e., what is the standard, content covered, practices required, etc.)

-- List all citations for these requirements, including those for licensed and license-exempt providers

--Describe any variations by category of care (i.e., center, FCC, in-home) and licensing status (i.e., licensed, license-exempt).

-- Describe any variations based on the age of the children in care.

--Describe if relatives are exempt from this requirement

5.2.3 Health and safety training for CCDF providers on required topics.

Lead Agencies are required to have minimum pre-service or orientation training requirements (to be completed within 3 months), as appropriate to the provider setting and the age of children served, that address the health and safety topics described in 5.2.2, and child development. Lead Agencies must also have ongoing training requirements on the health and safety topics for caregivers, teachers, and directors of children receiving CCDF funds (658E(c)(2)(I)(i); 98.44(b)(1)(iii)). The state/territory must describe its requirements for pre-service or orientation training and ongoing training. These trainings should be part of a broader systematic approach and progression of professional development (as described in section 6) within a state/territory. Lead Agencies have flexibility in determining the number of training hours to require, but they may consult with Caring for our Children Basics for best practices and the recommended time

needed to address these training requirements.

Pre-Service or Orientation Training Requirements

a) Provide the minimum number of pre-service or orientation training hours on health and safety topics for caregivers, teachers, and directors required for the following:

1. Licensed child care centers:

The CCDF Lead Agency, the Child Care Program Office (CCPO), does not have a minimum number of pre-service or orientation training hours on health and safety topics for caregivers in a licensed child care center. The required health and safety training needs to meet specific content area requirements set by the Lead Agency. The CCPO requires health and safety training for all caregivers. The caregivers must obtain the training before they are allowed to care for children unsupervised and must meet the minimum training content for the required health and safety topics. The health and safety training is taken at the individuals own pace. The current approved health and safety training can take anywhere from 6 to40 hours to complete.

2. Licensed FCC homes:

The CCDF Lead Agency, the Child Care Program Office (CCPO), does not have a minimum number of pre-service or orientation training hours on health and safety topics for caregivers in a licensed child care center. The required health and safety training needs to meet specific content area requirements set by the Lead Agency. The CCPO requires health and safety training for all caregivers. The caregivers must obtain the training before they are allowed to care for children unsupervised and must meet the minimum training content for the required health and safety topics. The health and safety training is taken at the individuals own pace. The current approved health and safety training can take anywhere from 6 to40 hours to complete.

3. In-home care:

The CCDF Lead Agency, the Child Care Program Office (CCPO), does not have a minimum number of pre-service or orientation training hours on health and safety topics for in-home caregivers. The CCPO requires health and safety training for all caregivers, taken through Better Kid Care Bundle training package which takes up to 10 hours to complete.

4. Variations for exempt provider settings:

The CCDF Lead Agency, the Child Care Program Office (CCPO), does not have a minimum number of pre-service or orientation training hours on health and safety topics for Approved Relative providers. The CCPO requires health and safety training for all caregivers, taken through Better Kid Care Bundle training package which takes up to 10 hours to complete.

b) Provide the length of time that providers have to complete trainings subsequent to being hired (must be 3 months or fewer)

The orientation and training required must begin at the time of employment, or the effective date of the contract, and must be completed within three months from the individual's hire date.

c) Explain any differences in pre-service or orientation training requirements based on the ages of the children served

There are no differences in pre-services or orientation training requirements based on the age of the children served for Approved Relative and In-home care providers. Pre-service or orientation training requirements for licensed child care facilities are appropriate to the child care facility type and age of children served.

d) Describe how the training is offered, including any variations in delivery (e.g. across standards, in rural areas, etc.) Note: There is no federal requirement on how a training must be delivered

The training will be accepted through all methods including: on-line, in-person; and etc., in which a certificate can be provided as proof of completion. Licensng Specialists will monitor to ensure these trainings have been completed by all caregivers and implemented in practice during on-site inspections and observations.

e) Identify below the pre-service or orientation training requirements for each topic (98.41(a)(1)(i through xi)).

1. Prevention and control of infectious diseases (including immunizations)

Provide the citation for this training requirement, including citations for both licensed and license-exempt providers

Child Care Facilities Licensing 7 AAC 57.350(a)(4)(A). Child Care Assistance Program regulations 7 AAC 41.210 (12)(A) for Approved Relative and 7 AAC 41.370 (m)(1) for In-home care both of which are exempt from licensing.

Does the state/territory require that this training topic be completed before caregivers, teachers, and directors in licensed CCDF programs are allowed to care for children unsupervised?

Yes

No

Does the state/territory require that this training topic be completed before caregivers, teachers, and directors in license-exempt CCDF programs are allowed to care for children unsupervised?

Yes

No

Describe if relatives are exempt from this requirement

Relatives are not exempt from this requirement.

5.2.3e 2. Prevention of sudden infant death syndrome and the use of safe-sleep practices

Provide the citation for this training requirement, including citations for both licensed and license-exempt providers

Child Care Facilities Licensing 7 AAC 57.350(a)(4)(B). Child Care Assistance Program regulations 7 AAC 41.210 (12)(B) for Approved Relative and 7 AAC 41.370 (m)(2) for In-home care both of which are exempt from licensing.

Does the state/territory require that this training topic be completed before caregivers, teachers, and directors in licensed CCDF are allowed to care for children unsupervised?

Yes

No

Does the state/territory require that this training topic be completed before caregivers, teachers, and directors in license-exempt CCDF programs are allowed to care for children unsupervised?

Yes

No

Describe if relatives are exempt from this requirement

Relatives are not exempt from this requirement.

5.2.3e 3. Administration of medication, consistent with standards for parental consent

Provide the citation for this training requirement, including citations for both licensed and license-exempt providers

Child Care Facilities Licensing, 7 AAC 57.350(a)(4)(C). Child Care Assistance Program regulations 7 AAC 41.210 (12)(C) for Approved Relative and 7 AAC 41.370 (m)(3) for In-home care both of which are exempt from licensing.

Does the state/territory require that this training topic be completed before caregivers, teachers, and directors in licensed CCDF programs are allowed to care for children unsupervised?

Yes

No

Does the state/territory require that this training topic be completed before caregivers, teachers, and directors in license-exempt CCDF programs are allowed to care for children unsupervised?

Yes

No

Describe if relatives are exempt from this requirement

Relatives are not exempt from this requirement.

5.2.3e 4. Prevention and response to emergencies due to food and allergic reactions

Provide the citation for this training requirement, including citations for both licensed and license-exempt providers

Child Care Facilities Licensing 7 AAC 57.350(a)(4)(D). Child Care Assistance Program regulations 7 AAC 41.210 (12)(D) for Approved Relative and 7 AAC 41.370 (m)(4) for In-home care both of which are exempt from licensing.

Does the state/territory require that this training topic be completed before caregivers, teachers, and directors in licensed CCDF programs are allowed to care for children unsupervised?

Yes

No

Does the state/territory require that this training topic be completed before caregivers, teachers, and directors in license-exempt CCDF programs are allowed to care for children unsupervised?

Yes

No

Describe if relatives are exempt from this requirement

Relatives are not exempt from this requirement.

5.2.3e 5. Building and physical premises safety, including the identification of and protection from hazards, bodies of water, and vehicular traffic

Provide the citation for this training requirement, including citations for both licensed and license-exempt providers

Child Care Facilities Licensing 7 AAC 57.350(a)(4)(E). Child Care Assistance Program regulations 7 AAC 41.210 (12)(E) for Approved Relative and 7 AAC 41.370 (m)(5) for In-home care both of which are exempt from licensing.

Does the state/territory require that this training topic be completed before caregivers, teachers, and directors in licensed CCDF programs are allowed to care for children unsupervised?

Yes

No

Does the state/territory require that this training topic be completed before caregivers, teachers, and directors in license-exempt CCDF programs are allowed to care for children unsupervised?

Yes

No

Describe if relatives are exempt from this requirement

Relatives are not exempt from this requirement.

5.2.3e 6. Prevention of shaken baby syndrome, abusive head trauma, and child maltreatment

Provide the citation for this training requirement, including citations for both licensed and license-exempt providers

Child Care Facilities Licensing 7 AAC 57.350(a)(4)(F). Child Care Assistance Program regulations 7 AAC 41.210 (12)(F) for Approved Relative and 7 AAC 41.370 (m)(6) for In-home care both of which are exempt from licensing.

Does the state/territory require that this training topic be completed before caregivers, teachers, and directors in licensed CCDF programs are allowed to care for children unsupervised?

Yes

No

Does the state/territory require that this training topic be completed before caregivers, teachers, and directors in license-exempt CCDF programs are allowed to care for children unsupervised?

Yes

No

Describe if relatives are exempt from this requirement

Relatives are not exempt from this requirement.

5.2.3e 7. Emergency preparedness and response planning for emergencies resulting from a natural disaster or a human-caused event

Provide the citation for this training requirement, including citations for both licensed and license-exempt providers

Child Care Facilities Licensing 7 AAC 57.350(a)(4)(G). Child Care Assistance Program regulations 7 AAC 41.210 (12)(G) for Approved Relative and 7 AAC 41.370 (m)(7) for In-home care both of which are exempt from licensing.

Does the state/territory require that this training topic be completed before caregivers, teachers, and directors in licensed CCDF programs are allowed to care

for children unsupervised?

- Yes
- No

Does the state/territory require that this training topic be completed before caregivers, teachers, and directors in license-exempt CCDF programs are allowed to care for children unsupervised?

- Yes
- No

Describe if relatives are exempt from this requirement

Relatives are not exempt from this requirement.

5.2.3e 8. Handling and storage of hazardous materials and the appropriate disposal of bio contaminants

Provide the citation for this training requirement, including citations for both licensed and license-exempt providers

Child Care Facilities Licensing 7 AAC 57.350(a)(4)(H). Child Care Assistance Program regulations 7 AAC 41.210 (12)(H) for Approved Relative and 7 AAC 41.370 (m)(8) for In-home care both of which are exempt from licensing.

Does the state/territory require that this training topic be completed before caregivers, teachers, and directors in licensed CCDF programs are allowed to care for children unsupervised?

- Yes
- No

Does the state/territory require that this training topic be completed before caregivers, teachers, and directors in license-exempt CCDF programs are allowed to care for children unsupervised?

- Yes
- No

Describe if relatives are exempt from this requirement

Relatives are not exempt from this requirement.

5.2.3e 9. Appropriate precautions in transporting children (if applicable)

Provide the citation for this training requirement, including citations for both licensed and license-exempt providers

Child Care Facilities Licensing 7 AAC 57.350(a)(4)(I). Child Care Assistance Program regulations 7 AAC 41.210 (12)(I) for Approved Relative and 7 AAC 41.370 (m)(9) for In-home care both of which are exempt from licensing.

Does the state/territory require that this training topic be completed before caregivers, teachers, and directors in licensed CCDF programs are allowed to care for children unsupervised?

Yes

No

Does the state/territory require that this training topic be completed before caregivers, teachers, and directors in license-exempt CCDF programs are allowed to care for children unsupervised?

Yes

No

Describe if relatives are exempt from this requirement

Relatives are not exempt from this requirement.

5.2.3e 10. Pediatric first aid and CPR certification

Provide the citation for this training requirement, including citations for both licensed and license-exempt providers

Child Care Facilities Licensing 7 AAC 57.350(a)(4)(J). Child Care Assistance Program regulations 7 AAC 41.201 (e)(17) for Approved Relative and 7 AAC 41.370 (b)(2)(I) for In-home care both of which are exempt from licensing.

Does the state/territory require that this training topic be completed before caregivers, teachers, and directors in licensed CCDF programs are allowed to care for children unsupervised?

Yes

No

Does the state/territory require that this training topic be completed before caregivers, teachers, and directors in license-exempt CCDF programs are allowed to care for children unsupervised?

Yes

No

Describe if relatives are exempt from this requirement

Relatives are not exempt from this requirement.

5.2.3e 11. Recognition and reporting of child abuse and neglect

Provide the citation for this training requirement, including citations for both licensed and license-exempt providers

Child Care Facilities Licensing 7 AAC 57.350(a)(4)(K). Child Care Assistance Program regulations 7 AAC 41.210 (12)(J) for Approved Relative and 7 AAC 41.370 (m)(10) for In-home care both of which are exempt from licensing.

Does the state/territory require that this training topic be completed before caregivers, teachers, and directors in licensed CCDF programs are allowed to care for children unsupervised?

Yes

No

Does the state/territory require that this training topic be completed before caregivers, teachers, and directors in license-exempt CCDF programs are allowed to care for children unsupervised?

Yes

No

Describe if relatives are exempt from this requirement

Relatives are not exempt from this requirement.

5.2.3e 12. Child development (98.44(b)(1)(iii))

Provide the citation for this training requirement, including citations for both licensed and license-exempt providers

Child Care Facilities Licensing 7 AAC 57.350(a)(2). Child Care Assistance Program regulations 7 AAC 41.210 (13) for Approved Relative and 7 AAC 41.370 (n) for In-home care both of which are exempt from licensing.

Does the state/territory require that this training topic be completed before caregivers, teachers, and directors in licensed CCDF programs are allowed to care for children unsupervised?

Yes

No

Does the state/territory require that this training topic be completed before caregivers, teachers, and directors in license-exempt CCDF programs are allowed to care for children unsupervised?

Yes

No

Describe if relatives are exempt from this requirement

Relatives are not exempt from this requirement.

5.2.3e 13.

Describe other training requirements, such as nutrition, physical activities, caring for children with special needs, etc..

Not applicable.

Provide the citation for this training requirement, including citations for both licensed and license-exempt providers

Not applicable.

Does the state/territory require that this training topic be completed before caregivers, teachers, and directors in licensed CCDF programs are allowed to care for children unsupervised?

Yes

No

Does the state/territory require that this training topic be completed before

caregivers, teachers, and directors in license-exempt CCDF programs are allowed to care for children unsupervised?

Yes

No

Describe if relatives are exempt from this requirement

Not applicable.

Ongoing Training Requirements

5.2.4 Provide the minimum number of annual training hours on health and safety topics for caregivers, teachers, and directors required for the following.

a) Licensed child care centers:

7 AAC 57.350 (f) requires all caregivers to receive at least 24 hours of training or college credits relevant to caregiver's responsibilities, including health and safety, child growth and development, planning learning activities, guidance and discipline techniques, linkages with community services, communication and relations with families, and detecting and reporting child abuse and neglect, each year. The Lead Agency does not require a specific number of annual training hours in health and safety. The annual training requirement can be met by taking all health and safety trainings, or no health and safety trainings.

b) Licensed FCC homes:

7 AAC 57.350 (f) requires all caregivers to receive at least 24 hours of training or college credits relevant to caregiver's responsibilities, including health and safety, child growth and development, planning learning activities, guidance and discipline techniques, linkages with community services, communication and relations with families, and detecting and reporting child abuse and neglect, each year. The Lead Agency does not require a specific number of annual training hours in health and safety. The annual training requirement can be met by taking all health and safety trainings, or no health and safety trainings.

c) In-home care:

Child Care Assistance Program regulation 7 AAC 41.370 (n) requires the in-home caregiver to complete 12 hours of ongoing training pertaining to health and safety, early childhood and development, or both annually. The annual training requirement can be met by taking all health and safety trainings, or no health and safety trainings.

d) Variations for exempt provider settings:

Child Care Assistance Program regulation 7 AAC 41.210 (13) requires Approved Relative child care providers to obtain 12 hours of ongoing training pertaining to health and safety, early childhood and development, or both annually. The annual training requirement can be met by taking all health and safety trainings, or no health and safety trainings.

5.2.5 Describe the ongoing health and safety training for CCDF providers by category of care (i.e., center, FCC, in-home) and licensing status (i.e., licensed, license-exempt).

1. Prevention and control of infectious diseases (including immunizations)

-- Provide the citation for this training requirement, including citations for both licensed and license-exempt providers

Child Care Facilities Licensing 7 AAC 57.350(a)(4)(A). Child Care Assistance Program regulations 7 AAC 41.210 (12)(A) for Approved Relative and 7 AAC 41.370 (m)(1) for In-home care both of which are exempt from licensing.

-- How often does the state/territory require that this training topic be completed by caregivers, teachers, and directors in licensed CCDF programs?

Annually

Other

Describe:

7 AAC 57.350 (f) requires all caregivers to receive at least 24 hours of training or college credits each year relevant to caregiver's responsibilities, including health and safety, child growth and development, planning learning activities, guidance and discipline techniques, linkages with community services, communication and

relations with families, and detecting and reporting child abuse and neglect.

-- How often does the state/territory require that this training topic be completed by caregivers, teachers, and directors in licensed-exempt CCDF programs?

Annually

Other

Describe:

7 AAC 41.210(13) for Approved Relative Providers and 7 AAC 41.370(n) for In-home caregivers requires all caregivers to receive at least 12 hours of ongoing training annually pertaining to health and safety, early childhood and development, or both.

2. Prevention of sudden infant death syndrome and the use of safe-sleep practices

-- Provide the citation for this training requirement, including citations for both licensed and license-exempt providers

Child Care Facilities Licensing 7 AAC 57.350(a)(4)(B). Child Care Assistance Program regulations 7 AAC 41.210 (12)(B) for Approved Relative and 7 AAC 41.370 (m)(2) for In-home care both of which are exempt from licensing.

-- How often does the state/territory require that this training topic be completed by caregivers, teachers, and directors in licensed CCDF programs?

Annually

Other

Describe:

7 AAC 57.350 (f) requires all caregivers to receive at least 24 hours of training or college credits each year relevant to caregiver's responsibilities, including health and safety, child growth and development, planning learning activities, guidance and discipline techniques, linkages with community services, communication and relations with families, and detecting and reporting child abuse and neglect.

-- How often does the state/territory require that this training topic be completed by caregivers, teachers, and directors in licensed-exempt CCDF programs?

Annually

Other

Describe:

7 AAC 41.210(13) for Approved Relative Providers and 7 AAC 41.370(n) for In-home caregivers requires all caregivers to receive at least 12 hours of ongoing training annually pertaining to health and safety, early childhood and development, or both.

3. Administration of medication, consistent with standards for parental consent

-- Provide the citation for this training requirement, including citations for both licensed and license-exempt providers

Child Care Facilities Licensing, 7 AAC 57.350(a)(4)(C). Child Care Assistance Program regulations 7 AAC 41.210 (12)(C) for Approved Relative and 7 AAC 41.370 (m)(3) for In-home care both of which are exempt from licensing.

-- How often does the state/territory require that this training topic be completed by caregivers, teachers, and directors in licensed CCDF programs?

Annually

Other

Describe:

7 AAC 57.350 (f) requires all caregivers to receive at least 24 hours of training or college credits each year relevant to caregiver's responsibilities, including health and safety, child growth and development, planning learning activities, guidance and discipline techniques, linkages with community services, communication and relations with families, and detecting and reporting child abuse and neglect.

-- How often does the state/territory require that this training topic be completed by caregivers, teachers, and directors in licensed-exempt CCDF programs?

Annually

Other

Describe:

7 AAC 41.210(13) for Approved Relative Providers and 7 AAC 41.370(n) for In-

home caregivers requires all caregivers to receive at least 12 hours of ongoing training annually pertaining to health and safety, early childhood and development, or both.

4. Prevention and response to emergencies due to food and allergic reactions

-- Provide the citation for this training requirement, including citations for both licensed and license-exempt providers

Child Care Facilities Licensing 7 AAC 57.350(a)(4)(D). Child Care Assistance Program regulations 7 AAC 41.210 (12)(D) for Approved Relative and 7 AAC 41.370 (m)(4) for In-home care both of which are exempt from licensing.

-- How often does the state/territory require that this training topic be completed by caregivers, teachers, and directors in licensed CCDF programs?

Annually

Other

Describe:

7 AAC 57.350 (f) requires all caregivers to receive at least 24 hours of training or college credits each year relevant to caregiver's responsibilities, including health and safety, child growth and development, planning learning activities, guidance and discipline techniques, linkages with community services, communication and relations with families, and detecting and reporting child abuse and neglect.

-- How often does the state/territory require that this training topic be completed by caregivers, teachers, and directors in licensed-exempt CCDF programs?

Annually

Other

Describe:

7 AAC 41.210(13) for Approved Relative Providers and 7 AAC 41.370(n) for In-home caregivers requires all caregivers to receive at least 12 hours of ongoing training annually pertaining to health and safety, early childhood and development, or both.

5. Building and physical premises safety, including the identification of and protection from hazards, bodies of water, and vehicular traffic

-- Provide the citation for this training requirement, including citations for both licensed and license-exempt providers

Child Care Facilities Licensing 7 AAC 57.350(a)(4)(E). Child Care Assistance Program regulations 7 AAC 41.210 (12)(E) for Approved Relative and 7 AAC 41.370 (m)(5) for In-home care both of which are exempt from licensing.

-- How often does the state/territory require that this training topic be completed by caregivers, teachers, and directors in licensed CCDF programs?

Annually

Other

Describe:

7 AAC 57.350 (f) requires all caregivers to receive at least 24 hours of training or college credits each year relevant to caregiver's responsibilities, including health and safety, child growth and development, planning learning activities, guidance and discipline techniques, linkages with community services, communication and relations with families, and detecting and reporting child abuse and neglect.

-- How often does the state/territory require that this training topic be completed by caregivers, teachers, and directors in licensed-exempt CCDF programs?

Annually

Other

Describe:

7 AAC 41.210(13) for Approved Relative Providers and 7 AAC 41.370(n) for In-home caregivers requires all caregivers to receive at least 12 hours of ongoing training annually pertaining to health and safety, early childhood and development, or both.

6. Prevention of shaken baby syndrome, abusive head trauma, and child maltreatment

-- Provide the citation for this training requirement, including citations for both licensed and license-exempt providers

Child Care Facilities Licensing 7 AAC 57.350(a)(4)(F). Child Care Assistance Program regulations 7 AAC 41.210 (12)(F) for Approved Relative and 7 AAC 41.370 (m)(6) for In-home care both of which are exempt from licensing.

-- How often does the state/territory require that this training topic be completed by caregivers, teachers, and directors in licensed CCDF programs?

Annually

Other

Describe:

7 AAC 57.350 (f) requires all caregivers to receive at least 24 hours of training or college credits each year relevant to caregiver's responsibilities, including health and safety, child growth and development, planning learning activities, guidance and discipline techniques, linkages with community services, communication and relations with families, and detecting and reporting child abuse and neglect.

-- How often does the state/territory require that this training topic be completed by caregivers, teachers, and directors in licensed-exempt CCDF programs?

Annually

Other

Describe:

7 AAC 41.210(13) for Approved Relative Providers and 7 AAC 41.370(n) for In-home caregivers requires all caregivers to receive at least 12 hours of ongoing training annually pertaining to health and safety, early childhood and development, or both.

7. Emergency preparedness and response planning for emergencies resulting from a natural disaster or a human-caused event

-- Provide the citation for this training requirement, including citations for both licensed and license-exempt providers

Child Care Facilities Licensing 7 AAC 57.350(a)(4)(G). Child Care Assistance Program regulations 7 AAC 41.210 (12)(G) for Approved Relative and 7 AAC 41.370 (m)(7) for In-home care both of which are exempt from licensing.

-- How often does the state/territory require that this training topic be completed by caregivers, teachers, and directors in licensed CCDF programs?

Annually

Other

Describe:

7 AAC 57.350 (f) requires all caregivers to receive at least 24 hours of training or college credits each year relevant to caregiver's responsibilities, including health and safety, child growth and development, planning learning activities, guidance and discipline techniques, linkages with community services, communication and relations with families, and detecting and reporting child abuse and neglect.

-- How often does the state/territory require that this training topic be completed by caregivers, teachers, and directors in licensed-exempt CCDF programs?

Annually

Other

Describe:

7 AAC 41.210(13) for Approved Relative Providers and 7 AAC 41.370(n) for In-home caregivers requires all caregivers to receive at least 12 hours of ongoing training annually pertaining to health and safety, early childhood and development, or both.

8. Handling and storage of hazardous materials and the appropriate disposal of bio-contaminants

-- Provide the citation for this training requirement, including citations for both licensed and license-exempt providers

Child Care Facilities Licensing 7 AAC 57.350(a)(4)(H). Child Care Assistance Program regulations 7 AAC 41.210 (12)(H) for Approved Relative and 7 AAC 41.370 (m)(8) for In-home care both of which are exempt from licensing.

-- How often does the state/territory require that this training topic be completed by caregivers, teachers, and directors in licensed CCDF programs?

Annually

Other

Describe:

7 AAC 57.350 (f) requires all caregivers to receive at least 24 hours of training or college credits each year relevant to caregiver's responsibilities, including health and safety, child growth and development, planning learning activities, guidance and discipline techniques, linkages with community services, communication and relations with families, and detecting and reporting child abuse and neglect.

-- How often does the state/territory require that this training topic be completed by caregivers, teachers, and directors in licensed-exempt CCDF programs?

Annually

Other

Describe:

7 AAC 41.210(13) for Approved Relative Providers and 7 AAC 41.370(n) for In-home caregivers requires all caregivers to receive at least 12 hours of ongoing training annually pertaining to health and safety, early childhood and development, or both.

9. Appropriate precautions in transporting children (if applicable)

-- Provide the citation for this training requirement, including citations for both licensed and license-exempt providers

Child Care Facilities Licensing 7 AAC 57.350(a)(4)(I). Child Care Assistance Program regulations 7 AAC 41.210 (12)(I) for Approved Relative and 7 AAC 41.370 (m)(9) for In-home care both of which are exempt from licensing.

-- How often does the state/territory require that this training topic be completed by caregivers, teachers, and directors in licensed CCDF programs?

Annually

Other

Describe:

7 AAC 57.350 (f) requires all caregivers to receive at least 24 hours of training or

college credits each year relevant to caregiver's responsibilities, including health and safety, child growth and development, planning learning activities, guidance and discipline techniques, linkages with community services, communication and relations with families, and detecting and reporting child abuse and neglect.

-- How often does the state/territory require that this training topic be completed by caregivers, teachers, and directors in licensed-exempt CCDF programs?

Annually

Other

Describe:

7 AAC 41.210(13) for Approved Relative Providers and 7 AAC 41.370(n) for In-home caregivers requires all caregivers to receive at least 12 hours of ongoing training annually pertaining to health and safety, early childhood and development, or both.

10. Pediatric first aid and CPR certification

-- Provide the citation for this training requirement, including citations for both licensed and license-exempt providers

Child Care Facilities Licensing 7 AAC 57.350(a)(4)(J). Child Care Assistance Program regulations 7 AAC 41.201 (e)(17) for Approved Relative and 7 AAC 41.370 (b)(2)(I) for In-home care both of which are exempt from licensing.

-- How often does the state/territory require that this training topic be completed by caregivers, teachers, and directors in licensed CCDF programs?

Annually

Other

Describe:

The CCDF Lead Agency, the Child Care Program Office (CCPO), requires this training as pre-service or orientation training hours on health and safety topics for caregivers in a licensed family child care and licensed child care centers. The caregivers must obtain the training before they are allowed to care for children unsupervised and must meet the minimum training content for the required health and safety topics, and be completed within three months from the individual's hire

date. Caregivers must maintain valid certifications which may be up to a two year timeframe.

-- How often does the state/territory require that this training topic be completed by caregivers, teachers, and directors in licensed-exempt CCDF programs?

Annually

Other

Describe:

The CCDF Lead Agency, the Child Care Program Office (CCPO), requires this training for Approved Relative Providers and In-home caregivers before program participation or within the first three months after receiving approval for program participation. Caregivers must maintain valid certifications which may be up to a two year timeframe.

11. Recognition and reporting of child abuse and neglect

-- Provide the citation for this training requirement, including citations for both licensed and license-exempt providers

Child Care Facilities Licensing 7 AAC 57.350(a)(4)(K). Child Care Assistance Program regulations 7 AAC 41.210 (12)(J) for Approved Relative and 7 AAC 41.370 (m)(10) for In-home care both of which are exempt from licensing.

-- How often does the state/territory require that this training topic be completed by caregivers, teachers, and directors in licensed CCDF programs?

Annually

Other

Describe:

7 AAC 57.350 (f) requires all caregivers to receive at least 24 hours of training or college credits each year relevant to caregiver's responsibilities, including health and safety, child growth and development, planning learning activities, guidance and discipline techniques, linkages with community services, communication and relations with families, and detecting and reporting child abuse and neglect.

-- How often does the state/territory require that this training topic be completed by caregivers, teachers, and directors in licensed-exempt CCDF programs?

Annually

Other

Describe:

7 AAC 41.210(13) for Approved Relative Providers and 7 AAC 41.370(n) for In-home caregivers requires all caregivers to receive at least 12 hours of ongoing training annually pertaining to health and safety, early childhood and development, or both.

12. Child development (98.44(b)(1)(iii))

Provide the citation for this training requirement, including citations for both licensed and license-exempt providers

Child Care Facilities Licensing 7 AAC 57.350(a)(2). Child Care Assistance Program regulations 7 AAC 41.210 (13) for Approved Relative and 7 AAC 41.370 (n) for In-home care both of which are exempt from licensing.

How often does the state/territory require that this training topic be completed by caregivers, teachers, and directors in licensed CCDF programs?

Annually

Other

Describe:

7 AAC 57.350 (f) requires all caregivers to receive at least 24 hours of training or college credits each year relevant to caregiver's responsibilities, including health and safety, child growth and development, planning learning activities, guidance and discipline techniques, linkages with community services, communication and relations with families, and detecting and reporting child abuse and neglect.

How often does the state/territory require that this training topic be completed by caregivers, teachers, and directors in licensed-exempt CCDF programs?

Annually

Other

Describe:

7 AAC 41.210(13) for Approved Relative Providers and 7 AAC 41.370(n) for In-home caregivers requires all caregivers to receive at least 12 hours of ongoing training annually pertaining to health and safety, early childhood and development, or both.

13. Describe other requirements such as nutrition, physical activities, caring for children with special needs, etc..

Provide the citation for other training requirements, including citations for both licensed and license-exempt providers

How often does the state/territory require that this training topic be completed by caregivers, teachers, and directors in licensed CCDF programs?

Annually

Other

Describe:

How often does the state/territory require that this training topic be completed by caregivers, teachers, and directors in licensed-exempt CCDF programs?

Annually

Other

Describe:

5.3 Monitoring and Enforcement Policies and Practices for CCDF Providers

5.3.1 Enforcement of licensing and health and safety requirements

Lead agencies must certify that procedures are in effect to ensure that child care providers caring for children receiving CCDF services comply with all applicable State and local health and safety requirements, including those described in 98.41 (98.42(a)). This may include, but is not limited to, any systems used to ensure that providers complete health and safety trainings, any documentation required to be maintained by child care providers or any other monitoring procedures to ensure compliance. Note: Inspection requirements are described starting in 5.3.2.

To certify, describe the procedures to ensure that CCDF providers comply with all applicable State and local health and safety requirements

The CCDF Lead Agency, the Child Care Program Office (CCPO) or Municipality of Anchorage (MOA) Child Care Licensing; per Child Care Licensing Policy and Procedure Manual Section 6080, conduct on-site monitoring and inspections to ensure the health and safety requirements are met, and complete file reviews to ensure providers are compliant with all applicable regulations. This includes entering and maintaining monitoring and inspection information in the Integrated Child Care Information System (ICCIS).

5.3.2 Inspections for licensed CCDF providers.

Lead agencies must require licensing inspectors to perform inspections-with no fewer than one pre-licensure inspection for compliance with health, safety, and fire standards-of each child care provider and facility in the state/territory. Licensing inspectors are required to perform no fewer than one annual, unannounced inspection of each licensed CCDF provider for compliance with all child care licensing standards; it shall include an inspection for compliance with health and safety (including, but not limited to, those requirements described in 98.41) and fire standards; inspectors may inspect for compliance with all three standards - health, safety, and fire - at the same time (658E(c)(2)(K)(i)(II); 98.16 (n); 98.42(b)(2)(i)). Certify by responding to the questions below to describe your state/territory's monitoring and enforcement procedures to ensure that licensed child care providers comply with licensing standards, including compliance with health and safety (including, but not limited to, those requirements described in 98.41) and fire standards.

a) Licensed CCDF center-based child care

1. Describe your state/territory's requirements for *pre-licensure inspections* of licensed child care center providers for compliance with health, safety, and fire standards

Municipality of Anchorage (MOA) and Child Care Program Office (CCPO) Licensing Specialists currently conduct pre-licensure inspections on all licensed child care child care centers for compliance with health and safety and fire standards prior to issuing a Provisional License. A Provisional License is valid for a period not to exceed one year, except that the department may extend a provisional license for one additional period not to exceed one year. Child care licensing conducts at least one unannounced inspection during the Provisional Licensing year.

2. Describe your state/territory's requirements for annual, unannounced inspections of licensed CCDF child care center providers

Municipality of Anchorage (MOA) and Child Care Program Office (CCPO) Licensing Specialists conduct at least one unannounced inspection annually.

3. Identify the frequency of unannounced inspections:

- Once a year
 More than once a year

Describe:

4. Describe the monitoring procedures (including differential monitoring, if applicable) and how the inspections ensure that child care center providers comply with the applicable licensing standards, including health, safety, and fire standards.

The Municipality of Anchorage (MOA) and Child Care Program Office (CCPO) Licensing Specialists use a checklist which contains all of the requirements of licensing including health, safety and fire standards during their on-site inspections. While on-site, the Licenisng Specialists inspect the inside and outside of the facility to ensure compliance and document any areas of non-compliance, and discuss these areas with the administrator of the child care facility prior to leaving the inspection. A Report of Inspection is issued to the child care facility, within 10 days of the inspection date, listing any areas of non-compliance, and any enforcement actions taken, if applicable. The facility is required to address any areas of non-compliance in a Plan of

Correction.

5. List the citation(s) for your state/territory's policies regarding inspections for licensed CCDF center providers

Child Care Facilities Licensing 7 AAC 57.040 inspections and evaluation by an individual or agency. Child Care Licensing Policies and Procedures Manual section 6080.

b) Licensed CCDF family child care home

1. Describe your state/territory's requirements for *pre-licensure inspections* of licensed family child care providers for compliance with health, safety, and fire standards

Municipality of Anchorage (MOA) and Child Care Program Office (CCPO) Licensing Specialists currently conduct pre-licensure inspections on all licensed familychild care homes for compliance with health and safety and fire standards prior to issuing a Provisional License. A Provisional License is valid for a period not to exceed one year, except that the department may extend a provisional license for one additional period not to exceed one year. Child care licensing conducts at least one unannounced inspection during the Provisional Licensing year.

2. Describe your state/territory's requirements for annual, unannounced inspections of licensed CCDF family child care providers

Municipality of Anchorage (MOA) and Child Care Program Office (CCPO) Licensing Specialistsconduct at least one unannounced inspection annually.

3. Identify the frequency of unannounced inspections:

- Once a year
 More than once a year

Describe:

4. Describe the monitoring procedures (including differential monitoring, if applicable) and how the inspections ensure that CCDF family child care providers comply with the applicable licensing standards, including health, safety, and fire standards.

The Municipality of Anchorage (MOA) and Child Care Program Office (CCPO) Licensing Specialists use a checklist which contains all of the requirements of licensing including health, safety and fire standards during their on-site inspections. While on-site, the Licensing Specialists inspect the inside and outside of the facility to ensure compliance and document any areas of non-compliance, and discuss these areas with the administrator of the child care facility prior to leaving the inspection. A Report of Inspection is issued to the child care facility, within 10 days of the inspection date, listing any areas of non-compliance, and any enforcement actions taken, if applicable. The facility is required to address any areas of non-compliance in a Plan of Correction.

5. List the citation(s) for your state/territory's policies regarding inspections for licensed CCDF family child care providers

Child Care Facilities Licensing 7 AAC 57.040 Inspections and evaluation by an individual or agency. Child Care Licensing Program Policies and Procedures Manual section 6080.

c) Licensed in-home CCDF child care

N/A. In-home CCDF child care (care in the child's own home) is not licensed in the State/Territory. Skip to 5.3.2 (d).

1. Describe your state/territory's requirements for *pre-licensure inspections* of licensed in-home child care providers for compliance with health, safety, and fire standards

2. Describe your state/territory's requirements for annual, unannounced inspections of licensed CCDF in-home child providers

3. Identify the frequency of unannounced inspections:

Once a year

More than once a year

Describe:

4. Describe the monitoring procedures (including differential monitoring, if applicable) and how the inspections ensure that in-home CCDF child care providers comply with

the applicable licensing standards, including health, safety, and fire standards.

5. List the citation(s) for your state/territory's policies regarding inspections for licensed in-home CCDF providers

d) List the entity(ies) in your state/territory that are responsible for conducting pre-licensure inspections and unannounced inspections of licensed CCDF providers

The CCDF Lead Agency, the Child Care Program Office (CCPO) or Municipality of Anchorage Child Care Licensing, is responsible for conducting pre-licensure inspections, announced and unannounced inspections for licensed CCDF providers. Additional pre-licensure inspections per facility type may be applicable prior to licensure. For example, meeting local city planning and/or zoning requirements, obtaining Fire Marshal approval (required if caring for 6 or more children, by a municipality to which the state Fire Marshal has deferred building safety inspection and enforcement activities under 13 AAC 50.075(c), or if operating any hours after 10:00pm or before 6:00am, or 24 hours a day), and receiving approval or meeting the Department of Environmental Conservation (DEC) requirements, if applicable, for food service, well water, and/or septic system.

5.3.3 Inspections for license-exempt CCDF providers

Lead Agencies must have policies and practices that require licensing inspectors (or qualified monitors designated by the Lead Agency) to perform an annual monitoring visit of each license-exempt CCDF provider for compliance with health, safety (including, but not limited to, those requirements described in 98.41), and fire standards (658E(c)(2)(K)(i)(IV); 98.42(b)(2)(ii)). Lead Agencies have the option to exempt relative providers (as described in section (658P(6)(B)) from this requirement. To certify, respond to the questions below to describe the policies and practices for the annual monitoring of:

a) License-exempt center-based CCDF providers, including if monitoring is announced or unannounced, occurs more frequently than once per year, and if differential monitoring is used

The standards used for monitoring license-exempt center based CCDF providers must be submitted to the CCDF Lead Agency, the Child Care Program Office (CCPO), for review to ensure they meet or exceed the Child Care Assistance Program requirements.

Health and Safety monitoring inspections for license-exempt center based providers who are United States Department of Defense or United States Coast Guard Certified; Tribally Certified; Nationally Accredited or Nationally Certified Day Camps are conducted by the certifying or accrediting agency. These inspections may be announced or unannounced and are conducted annually.

[Provide the citation\(s\) for this policy or procedure](#)

Child Care Assistance Program Policies and Procedures manual sections 4160-2 D. and 4240-2.

[b\) License-exempt family child care CCDF providers, including if monitoring is announced or unannounced, occurs more frequently than once per year, and if differential monitoring is used](#)

Approved relative providers receive an announced health and safety inspection for compliance with health and safety and fire standards conducted by the CCDF Lead Agency, Child Care Program Office (CCPO) or Municipality of Anchorage Licensing staff within 90 days of a complete Child Care Assistance Program application being received or within 90 days of program approval. Annual unannounced inspections will be conducted the subsequent years of a provider's program participation.

[Provide the citation\(s\) for this policy or procedure](#)

Child Care Assistance Program regulation 7 AAC 41.265 and Child Care Assistance Program Policies and Procedures section 4240-3 A.

[c\) License-exempt in-home CCDF providers, including if monitoring is announced or unannounced, occurs more frequently than once per year, if relative care is exempt from monitoring, and if differential monitoring is used](#)

In-home providers will receive an announced health and safety inspection conducted by the Lead Agency, Child Care Program Office (CCPO) or Municipality of Anchorage Licensing staff within 90 days of a complete Child Care Assistance application being received or within 90 days of CCAP program approval being issued. Annual unannounced inspections will be conducted the subsequent years of a provider's program participation.

Provide the citation(s) for this policy or procedure

7 AAC 41.265 and Child Care Assistance Program Policies and Procedures section 4240-3 A.

d) Lead Agencies have the option to develop alternate monitoring requirements for care provided in the child's home (98.42(b)(2)(iv)(B)). Does your state use alternate monitoring procedures for monitoring in-home care?

No

Yes. If yes,

decide:

e) List the entity(ies) in your state/territory that are responsible for conducting inspections of license-exempt CCDF providers

The CCDF Lead Agency, Child Care Program Office (CCPO) or Municipality of Anchorage Child Care Licensing, is responsible for conducting inspections of license-exempt CCDF Approved Relative and In-home providers. The US Department of Defense is responsible for monitoring Child Care Assistance Program (CCAP)/ CCDF participating, license-exempt centers operating on a military installation.

5.3.4 Licensing inspectors.

Lead Agencies will have policies and practices that ensure that individuals who are hired as licensing inspectors (or qualified monitors designated by the Lead Agency) are qualified to inspect child care providers and facilities and have received health and safety training appropriate to the provider setting and age of the children served. Training shall include, but is not limited to, those requirements described in 98.41(a)(1) and all aspects of the State's licensure requirements (658E(c)(2)(K)(i)(I); 98.42(b)(1-2)).

a) To certify, describe how the Lead Agency ensures that licensing inspectors (or qualified monitors designated by the Lead Agency) are qualified to inspect child care facilities and providers and that those inspectors have received training on health and safety requirements that are appropriate to the age of the children in care and the type of provider setting (98.42(b)(1-2)).

Licensing Specialists under the CCDF Lead Agency, the Child Care Program Office

(CCPO) and Municipality of Anchorage (MOA), meet the job qualifications and classification for their position as Community Care Licensing Specialists: A bachelor's degree from an accredited college and two years of technical or professional experience in social services, education, health care, mental health, juvenile justice, or a closely related field. All Licensing Specialists are required to be trained for their first year of employment by their Supervisors in all aspects of their licensing positions including the statutory and regulatory requirements for licensing in AS 47.32, AS 47.05, 7 AAC 10, and 7 AAC 57; and continue to receive additional training throughout their time employed as a Licensing Specialist. The majority of the Licensing Specialists also have certifications in Council on Licensure, Enforcement and Regulation (CLEAR) National Certified Investigator/Inspector (NCIT) Training, and some have completed the National Association for Regulatory Administration licensing training modules. All current licensing staff will receive health and safety training appropriate to the age of children in care and type of provider setting before the end of FY19, and all new licensing staff will be required to obtain the health and safety training appropriate to the age of children in care and type of provider setting within their first year of employment. Licensing staff are not required to be certified in Pediatric First Aid and CPR.

b) Provide the citation(s) for this policy or procedure

<http://dhss.alaska.gov/dpa/Documents/dpa/programs/ccare/Documents/Manuals-Brochures/Child-Care-Licensing-Policy-and-Procedure-Manual.pdf>, section 6000-5L.

5.3.5 The states and territories shall have policies and practices that require the ratio of licensing inspectors to child care providers and facilities in the state/territory to be maintained at a level sufficient to enable the state/territory to conduct effective inspections of child care providers and facilities on a timely basis in accordance with federal, state, and local laws (658E(c)(2)(K)(i)(III); 98.42(b)(3)).

a) To certify, describe the state/territory policies and practices regarding the ratio of licensing inspectors to child care providers (i.e. number of inspectors per number of child care providers) and facilities in the state/territory and include how the ratio is sufficient to conduct effective inspections on a timely basis.

The CCDF Lead Agency, Child Care Program Office (CCPO) or Municipality of Anchorage Child Care Licensing has policies and procedures in place for ratio of licensing inspectors to child care providers. When assigning a new application to a Child Care Licensing Specialist (CCLS), the Licensing Supervisor will to the extent possible, not assign a caseload that exceeds a ratio of fifty (50) assigned child care facilities for each CCLS. The ratio may increase when caseload redistribution is necessary for coverage during a CCLS absence or vacancy, or in the event the CCPO Child Care Licensing Program has or projects shortfalls in state or federal funding.

b) Provide the policy citation and state/territory ratio of licensing inspectors

The CCDF Lead Agency, Child Care Program Office (CCPO) or Municipality of Anchorage Child Care Licensing

<http://dhss.alaska.gov/dpa/Documents/dpa/programs/ccare/Documents/Manuals-Brochures/Child-Care-Licensing-Policy-and-Procedure-Manual.pdf>, section 6040-3.

5.3.6 States and territories have the option to exempt relatives (defined in CCDF regulations as grandparents, great-grandparents, siblings if living in a separate residence, aunts, and uncles (98.42(c)) from inspection requirements. Note: This exception only applies if the individual cares only for relative children. Does the state/territory exempt relatives from the inspection requirements listed in 5.3.3?

Yes, relatives are exempt from all inspection requirements.

If the state/territory exempts relatives from all inspection requirements, describe how the state ensures the health and safety of children in relative care.

Yes, relatives are exempt from some inspection requirements.

If the state/territory exempts relatives from the inspection requirements, describe which inspection requirements do not apply to relative providers (including which relatives may be exempt) and how the State ensures the health and safety of children in relative care.

No, relatives are not exempt from inspection requirements.

5.4 Criminal Background Checks

The CCDBG Act requires states and territories to have in effect requirements, policies and procedures to conduct criminal background checks for all child care staff members (including prospective staff members) of all child care programs that are 1) licensed, regulated, or registered under state/territory law; or, 2) all other providers eligible to deliver CCDF services (e.g., license-exempt CCDF eligible providers) (98.43(a)(1)(i)). Background check requirements apply to any staff member who is employed by a child care provider for compensation, including contract employees and self-employed individuals; whose activities involve the care or supervision of children; or who has unsupervised access to children (98.43(2)). For FCC homes, this requirement includes the caregiver and any other adults residing in the family child care home who are age 18 or older (98.43(2)(ii)(C)). This requirement does not apply to individuals who are related to all children for whom child care services are provided (98.43(2)(B)(ii)).

A criminal background check must include 8 specific components (98.43(2)(b)), which encompass 3 in-state checks, 2 national checks, and 3 inter-state checks

Components	In-State	National	Inter-State
1. Criminal registry or repository using fingerprints in the current state of residency	x		
2. Sex offender registry or repository check in the current state of residency	x		
3. Child abuse and neglect registry and database check in the current state of residency	x		
4. FBI fingerprint check		x	
5. National Crime Information Center (NCIC) National Sex Offender Registry (NSOR)		x	
6. Criminal registry or repository in any other state where the individual has resided in the past 5 years, with the use of fingerprints being optional			x
7. Sex offender registry or repository in any other state where the individual has resided in the past 5 years			x
8. Child abuse and neglect registry and database in any other state where the individual has resided in the past 5 years			x

In recognition of the significant challenges to implementing the Child Care and Development Fund (CCDF) background check requirements, all States applied for and received extensions through September 30, 2018. The Office of Child Care (OCC)/Administration for Children and Families (ACF)/U. S. Department of Health and Human Services (HHS) is

committed to granting additional waivers of up to 2 years, in one year increments (i.e., potentially through September 30, 2020) if significant milestones for background check requirements are met.

In order to receive these time-limited waivers, states and territories will demonstrate that the milestones are met by responding to questions 5.4.1 through 5.4.4 and then apply for the time-limited waiver by completing the questions in Appendix A: Background Check Waiver Request Form. By September 30, 2018, states and territories must have requirements, policies and procedures for four specific background check components, and must be conducting those checks for all new (prospective) child care staff, in accordance with 98.43 and 98.16(o):

--The national FBI fingerprint check; and,	
--The three in-state background check provisions for the current state of residency:	
	--state criminal registry or repository using fingerprints;
	--state sex offender registry or repository check;
	--state-based child abuse and neglect registry and database.

All four components are required in order for the milestone to be considered met.

Components	New (Prospective) Staff	Existing Staff
1. Criminal registry or repository using fingerprints in the current state of residency	Milestone/Prerequisite for Waiver	Possible Time Limited Waiver for current (existing) staff
2. Sex offender registry or repository check in the current state of residency	Milestone/Prerequisite for Waiver	Possible Time Limited Waiver for current (existing) staff
3. Child abuse and neglect registry and database check in the current state of residency	Milestone/Prerequisite for Waiver	Possible Time Limited Waiver for current (existing) staff
4. FBI fingerprint check	Milestone/Prerequisite for Waiver	Possible Time Limited Waiver for current (existing) staff
5. National Crime Information Center (NCIC) National Sex Offender Registry (NSOR)	Possible Time Limited Waiver for: --Establishing requirements and procedures and/or --Conducting checks on all new (prospective) staff and/or --Conducting checks on current (existing) staff	
6. Criminal registry or repository in any other state where the individual has resided in the past 5 years, with the use of fingerprints being optional	Possible Time Limited Waiver for: --Establishing requirements and procedures and/or --Conducting checks on all new (prospective) staff and/or --Conducting checks on current (existing) staff	
7. Sex offender registry or repository in any other state where the individual has resided in the past 5 years	Possible Time Limited Waiver for: --Establishing requirements and procedures and/or --Conducting checks on all new (prospective) staff and/or --Conducting checks on current (existing)	

	staff
8. Child abuse and neglect registry and database in any other state where the individual has resided in the past 5 years	Possible Time Limited Waiver for: --Establishing requirements and procedures and/or --Conducting checks on all new (prospective) staff and/or --Conducting checks on current (existing) staff

Use the questions below to describe the status of the requirements, policies and procedures for background check requirements. These descriptions must provide sufficient information to demonstrate how the milestone prerequisites are being met and the status of the other components that are not part of the milestone. Lead Agencies have the opportunity to submit a waiver request in Appendix A: Background Check Waiver Request Form, for components not included in the milestones. Approval of these waiver requests will be subject to verification that the milestone components have been met as part of the CCDF Plan review and approval process.

In-state Background Check Requirements

5.4.1 In-State Criminal Registry or Repository Checks with Fingerprints Requirements (98.43(b)(3)(i)).

Note: A search of a general public facing judicial website does not satisfy this requirement. This check is required in addition to the national FBI criminal history check (5.4.4 below) to mitigate any gaps that may exist between the two sources.

a) Milestone #1 Prerequisite for New (Prospective) Child Care Staff: Describe the requirements, policies and procedures for the search of the in-state criminal registry or repository, with the use of fingerprints required in the state where the staff member resides.

i. Describe how these requirements, policies and procedures apply to all licensed, regulated, or registered child care providers, in accordance with 98.43(a)(1)(i) and 98.16(o). Describe and provide citations

Licensing, Certification, and Approvals regulations 7 AAC 10 require all child care providers and caregivers to obtain a valid fingerprint based criminal history check prior to having unsupervised access to children in care. Child Care Licensing Policies and Procedures manual section 6050 requires individuals applying to become licensed to obtain a final background check clearance prior to the issuance of their child care license. Staff of a licensed child care facility or household members 16 years of age and

older must also obtain a valid fingerprint based criminal history check prior to having access to children in care. The Alaska Background Check Program (BCP) is the agency responsible for conducting the required criminal history checks. Per 7 AAC 10.915 (b), the BCP will review fingerprint based criminal justice information supplied by the Alaska Department of Public Safety, court or other applicable government agency records.

ii. Describe how these requirements, policies and procedures apply to all other providers eligible to deliver CCDF services (e.g., license-exempt CCDF eligible providers), in accordance with 98.43(a)(1)(i) and 98.16(o). Describe and provide citations

Licensing, Certification, and Approvals regulations 7 AAC 10 require all child care providers and caregivers to obtain a valid fingerprint based criminal history check prior to having unsupervised access to children in care. Child Care Assistance Policies and Procedures manual section 4180 requires individuals applying to become an Approved Relative provider and all household members 16 years of age and older and the In-home caregiver of an Approved In-home provider to obtain a final background check clearance prior to the issuance of their child care assistance program approval. The Alaska Background Check Program (BCP) is the agency responsible for conducting the required criminal history checks. Per 7 AAC 10.915 (b) the BCP will review fingerprint based criminal justice information supplied by the Department of Public Safety, court or other applicable government agency records.

Licensing, Certification, and Approvals regulations 7 AAC 10 require all child care providers and caregivers to obtain a valid fingerprint based criminal history check prior to having unsupervised access to children in care. Child Care Assistance Policies and Procedures manual section 4180 requires individuals applying to become an Approved Relative provider and all household members 16 years of age and older and the In-home caregiver of an Approved In-home provider to obtain a final background check clearance prior to the issuance of their child care assistance program approval. The Alaska Background Check Program (BCP) is the agency responsible for conducting the required criminal history checks. Per 7 AAC 10.915 (b) the BCP will review fingerprint based criminal justice information supplied by the Department of Public Safety, court or other applicable government agency records.

Child Care Assistance Policies and Procedures manual section 4180 requires license-

exempt centers (United States Department of Defense or US Coast Guard; Tribally Approved or Tribally Certified; Nationally Accredited or Nationally Certified Day Camps or similar facilities or programs) receiving CCDF to meet or exceed the CCDF Lead Agency's background check requirements. Background checks for these applicants are conducted by the entity issuing the certification, accreditation, or approval. The CCDF Lead Agency currently has no license-exempt centers as indicated above participating in the Child Care Assistance Program (CCAP). In the event a license-exempt center as indicated above wishes to participate in the CCAP, the CCDF Lead Agency will verify their requirements meet or exceed the CCDF Lead Agency's requirements for background checks. In circumstances in which the CCDF Lead Agency has determined the requirements for these provider types meet or exceed the CCDF Lead Agency's requirements, additional background review is not needed.

b) Has the search of the in-state criminal registry or repository, with the use of fingerprints, been conducted for all current (existing) child care staff?

Yes

Describe, if applicable, any differences in the process for existing staff than what was described for new staff and provide citations.

Not applicable.

No. (Waiver request allowed. See Appendix A). Describe the status of conducting the search of the state criminal registry or repository, using fingerprints for current (existing) child care staff including:

-- Efforts to date to complete the requirement for all existing child care staff in licensed, regulated or registered programs

-- Efforts to date to complete the requirement for all existing child care staff in other programs eligible to receive CCDF services (e.g. license-exempt CCDF eligible providers)

-- Key challenges to fully implementing this requirements

-- Strategies used to address these challenges

Describe:

5.4.2 In-State Sex Offender Registry Requirements (98.43(b)(3)(B)(ii)).

Note: This check must be completed in addition to the national NCIC sex offender registry check (5.4.5 below) to mitigate any gaps that may exist between the two sources. Use of fingerprints is optional to conduct this check.

a) Milestone #2 Prerequisite for New (Prospective) Child Care Staff: Describe the requirements, policies and procedures for the search of the in-state sex offender registry.

i. Describe how these requirements, policies and procedures apply to all licensed, regulated, or registered child care providers, in accordance with 98.43(a)(1)(i) and 98.16(o). Describe and provide citations

Licensing, Certification, and Approvals regulations 7 AAC 10 require all child care providers and caregivers to obtain a valid fingerprint based criminal history check prior to having unsupervised access to children in care. Child Care Licensing Policies and Procedures manual section 6050 requires individuals applying to become licensed to obtain a final background check clearance prior to the issuance of their child care license. Staff of a licensed child care facility or household members 16 years of age and older must also obtain a valid fingerprint based criminal history check prior to having access to children in care. The Alaska Background Check Program (BCP) is the agency responsible for conducting the required criminal history checks. Per 7 AAC 10.915 (a)(2) the BCP will screen individuals through the Alaska Sex Offender/Child Kidnapper Registry that the Department of Public Safety maintains under AS 18.65.087.

ii. Describe how these requirements, policies and procedures apply to all other providers eligible to deliver CCDF services (e.g., license-exempt CCDF eligible providers), in accordance with 98.43(a)(1)(i) and 98.16(o). Describe and provide citations

Licensing, Certification, and Approvals regulations 7 AAC 10 require all child care providers and caregivers to obtain a valid fingerprint based criminal history check prior to having unsupervised access to children in care. Child Care Assistance Policies and Procedures manual section 4180 requires individuals applying to become an Approved

Relative provider and all household members 16 years of age and older and the In-home caregiver of an Approved In-home provider to obtain a final background check clearance prior to the issuance of their child care assistance program approval. The Alaska Background Check Program (BCP) is the agency responsible for conducting the required criminal history checks. Per 7 AAC 10.915 (a)(2) the BCP will screen individuals through the Alaska Sex Offender/Child Kidnapper Registry that the Department of Public Safety maintains under AS 18.65.087.

Child Care Assistance Policies and Procedures manual section 4180 requires license-exempt centers (United States Department of Defense or US Coast Guard; Tribally Approved or Tribally Certified; Nationally Accredited or Nationally Certified Day Camps or similar facilities or programs) receiving CCDF to meet or exceed the CCDF Lead Agency's background check requirements. Background checks for these applicants are conducted by the entity issuing the certification, accreditation, or approval. The CCDF Lead Agency currently has no license-exempt centers as indicated above participating in the Child Care Assistance Program (CCAP). In the event a license-exempt center as indicated above wishes to participate in the CCAP, the CCDF Lead Agency will verify their requirements meet or exceed the CCDF Lead Agency's requirements for background checks. In circumstances in which the CCDF Lead Agency has determined the requirements for these provider types meet or exceed the CCDF Lead Agency's requirements, additional background review is not needed.

b) Has the search of the in-state sex offender registry been conducted for all current (existing) child care staff?

Yes

Describe, if applicable, any differences in the process for existing staff than what was described for new staff and provide citations.

Not applicable.

No. (Waiver request allowed. See Appendix A). Describe the status of conducting the search of the state criminal registry or repository, using fingerprints for current (existing) child care staff including:

- Efforts to date to complete the requirement for all existing child care staff in licensed, regulated or registered programs
- Efforts to date to complete the requirement for all existing child care staff in other programs eligible to receive CCDF services (e.g. license-exempt CCDF eligible providers)
- Key challenges to fully implementing this requirements
- Strategies used to address these challenges

Describe:

5.4.3 In-State Child Abuse and Neglect Registry Requirements (98.43(b)(3)(B)(iii)).

Note: This is a name-based search.

a) Milestone #3 Prerequisite for New (Prospective) Child Care Staff: Describe the requirements, policies and procedures for the search of the in-state child abuse and neglect registry.

- i. Describe how these requirements, policies and procedures apply to all licensed, regulated, or registered child care providers, in accordance with 98.43(a)(1)(i) and 98.16(o). Describe and provide citations

Licensing, Certification, and Approvals regulations 7 AAC 10 require all child care providers and caregivers to obtain a valid fingerprint based criminal history check prior to having unsupervised access to children in care. Child Care Licensing Policies and Procedures manual section 6050 requires individuals applying to become licensed to obtain a final background check clearance prior to the issuance of their child care license. Staff of a licensed child care facility or household members 16 years of age and older must also obtain a valid fingerprint based criminal history check prior to having access to children in care. The Alaska Background Check Program (BCP) is the agency responsible for conducting the required criminal history checks. Per 7 AAC 10.915 (4) the BCP will screen individuals through any other registry or database determined by the department to be relevant to the screening being conducted under AS 47.05.330 which includes Alaska Child Abuse and Neglect information maintained by the Office of Children's Services.

ii. Describe how these requirements, policies and procedures apply to all other providers eligible to deliver CCDF services (e.g., license-exempt CCDF eligible providers), in accordance with 98.43(a)(1)(i) and 98.16(o). Describe and provide citations

Licensing, Certification, and Approvals regulations 7 AAC 10 require all child care providers and caregivers to obtain a valid fingerprint based criminal history check prior to having unsupervised access to children in care. Child Care Assistance Policies and Procedures manual section 4180 requires individuals applying to become an Approved Relative provider and all household members 16 years of age and older and the In-home caregiver of an Approved In-home provider to obtain a final background check clearance prior to the issuance of their child care assistance program approval. The Alaska Background Check Program (BCP) is the agency responsible for conducting the required criminal history checks. Per 7 AAC 10.915(4) the BCP will screen individuals through any other registry or database determined by the department to be relevant to the screening being conducted under AS 47.05.330 which includes Alaska Child Abuse and Neglect information maintained by the Office of Children's Services. Child Care Assistance Policies and Procedures manual section 4180 requires license-exempt centers (United States Department of Defense or US Coast Guard; Tribally Approved or Tribally Certified; Nationally Accredited or Nationally Certified Day Camps or similar facilities or programs) receiving CCDF to meet or exceed the CCDF Lead Agency's background check requirements. Background checks for these applicants are conducted by the entity issuing the certification, accreditation, or approval. The CCDF Lead Agency currently has no license-exempt centers as indicated above participating in the Child Care Assistance Program (CCAP). In the event a license-exempt center as indicated above wishes to participate in the CCAP, the CCDF Lead Agency will verify their requirements meet or exceed the CCDF Lead Agency's requirements for background checks. In circumstances in which the CCDF Lead Agency has determined the requirements for these provider types meet or exceed the CCDF Lead Agency's requirements, additional background review is not needed.

b) Has the search of the in-state child abuse and neglect registry been conducted for all current (existing) child care staff?

Yes

Describe, if applicable, any differences in the process for existing staff than what was described for new staff and provide citations.

Not applicable.

No. (Waiver request allowed. See Appendix A). Describe the status of conducting the search of the state child abuse and neglect registry for current (existing) child care staff including:

-- Efforts to date to complete the requirement for all existing child care staff in licensed, regulated or registered programs

-- Efforts to date to complete the requirement for all existing child care staff in other programs eligible to receive CCDF services (e.g. license-exempt CCDF eligible providers)

-- Key challenges to fully implementing this requirements

-- Strategies used to address these challenges

Describe:

National Background Check Requirements

5.4.4 National FBI Criminal Fingerprint Search Requirements (98.43(b)(1)).

Note: The in-state (5.4.1 above) and the inter-state (5.4.6 below) criminal history check must be completed in addition to the FBI fingerprint check because there could be state crimes that do not appear in the national repository. Also note, that an FBI fingerprint check satisfies the requirement to perform an interstate check of another State's criminal history records repository if the responding state (where the child care staff member has resided within the past five years) participates in the National Fingerprint File program (CCDF-ACF-PIQ-2017-01).

a) Milestone #4 Prerequisite for New (Prospective) Child Care Staff. Describe the requirements, policies and procedures for the search of the National FBI fingerprint check.

i. Describe how these requirements, policies and procedures apply to all licensed, regulated, or registered child care providers, in accordance with 98.43(a)(1)(i) and 98.16(o). Describe and provide citations

Licensing, Certification, and Approvals regulations 7 AAC 10 require all child care providers and caregivers to obtain a valid fingerprint based criminal history check prior to having unsupervised access to children in care. Child Care Licensing Policies and Procedures manual section 6050 requires individuals applying to become licensed to obtain a final background check clearance prior to the issuance of their child care license. Staff of a licensed child care facility or household members 16 years of age and older must also obtain a valid fingerprint based criminal history check prior to having access to children in care. The Alaska Background Check Program (BCP) is the agency responsible for conducting the required criminal history checks. Per 7 AAC 10.915(b) the BCP will review the fingerprint based criminal justice information supplied by the Federal Bureau of Investigation. The CCDF Lead Agency allows prospective staff members (staff of a licensed child care facility or household members 16 years of age and older) to begin work after receiving a provisional clearance from the Alaska Background Check Program. These staff/household members must be supervised at all times. A provisional clearance is granted from the Background Check Program once a completed application, including fingerprints and processing fees are received, and applicable registries are checked. The provisional clearance is issued before receiving satisfactory results on the FBI fingerprint check. The provisional clearance may or may not include the results of a fingerprint check of the state/territory criminal registry or repository in the state where the child care staff resides, depending on the timeliness of those results being received. The CCDF Lead Agency seeks relief from 5.4.9 (see Appendix A. 13), the provision requiring that a prospective child care staff member may not begin work until one of the following results have been returned as satisfactory: either the FBI fingerprint check or the search of the state/territory criminal registry or repository using fingerprints in the state/territory where the staff member resides.

ii. Describe how these requirements, policies and procedures apply to all other providers eligible to deliver CCDF services (e.g., license-exempt CCDF eligible providers), in accordance with 98.43(a)(1)(i) and 98.16(o). Describe and provide citations

Licensing, Certification, and Approvals regulations 7 AAC 10 require all child care providers and caregivers to obtain a valid fingerprint based criminal history check prior to having unsupervised access to children in care. Child Care Assistance Policies and Procedures manual section 4180 requires individuals applying to become an Approved

Relative provider and all household members 16 years of age and older and the In-home caregiver of an Approved In-home provider to obtain a final background check clearance prior to the issuance of their child care assistance program approval. The Alaska Background Check Program (BCP) is the agency responsible for conducting the required criminal history checks. Per 7 AAC 10.915(b) the BCP will review rthe fingerprint based criminal justice information supplied by the Federal Bureau of Investigation.

Child Care Assistance Policies and Procedures manual section 4180 requires license-exempt centers (United States Department of Defense or US Coast Guard; Tribally Approved or Tribally Certified; Nationally Accredited or Nationally Certified Day Camps or similar facilities or programs) receiving CCDF to meet or exceed the CCDF Lead Agency's background check requirements. Background checks for these applicants are conducted by the entity issuing the certification, accreditation, or approval. The CCDF Lead Agency currently has no license-exempt centers as indicated above participating in the Child Care Assistance Program (CCAP). In the event a license-exempt center as indicated above wishes to participate in the CCAP, the CCDF Lead Agency will verify their requirements meet or exceed the CCDF Lead Agency's requirements for background checks. In circumstances in which the CCDF Lead Agency has determined the requirements for these provider types meet or exceed the CCDF Lead Agency's requirements, additional background review is not needed.

b) For all current (existing) child care staff, has the FBI criminal fingerprint check been conducted?

Yes

Describe, if applicable, any differences in the process for existing staff than what was described for new staff and provide citations.

Not applicable.

No. (Waiver request allowed. See Appendix A). Describe the status of conducting the FBI fingerprint check for current (existing) child care staff including:
-- Efforts to date to complete the requirement for all existing child care staff in licensed, regulated or registered programs
-- Efforts to date to complete the requirement for all existing child care staff in other programs eligible to receive CCDF services (e.g. license-exempt CCDF eligible

providers)

-- Key challenges to fully implementing this requirements

-- Strategies used to address these challenges

Describe:

National Background Check Requirements

5.4.5 National Crime Information Center (NCIC) National Sex Offender Registry (NSOR) Search Requirements (98.43(b)(2)).

Note: This is a name-based search. Searching general public facing sex offender registries does not satisfy this requirement. This national check must be required in addition to the in-state (5.4.2 above) or inter-state (5.4.7 below) sex offender registry check requirements. This check must be performed by law enforcement.

a) Has the National Crime Information Center (NCIC) National Sex Offender Registry (NSOR) check been put in place for all new (prospective) child care staff

Yes. If yes,

i. Describe how these requirements, policies and procedures apply to all licensed, regulated, or registered child care providers, in accordance with 98.43(a)(1)(i) and 98.16(o). Describe and provide citations

ii. Describe how these requirements, policies and procedures apply to all other providers eligible to deliver CCDF services (e.g., license-exempt CCDF eligible providers), in accordance with 98.43(a)(1)(i) and 98.16(o). Describe and provide citations

No. (Waiver request allowed. See Appendix A). Describe the status of conducting the the National Crime Information Center (NCIC) National Sex Offender Registry (NSOR) for new (prospective) child care staff including:

- Efforts to date to complete the requirement for all existing child care staff in licensed, regulated or registered programs
- Efforts to date to complete the requirement for all existing child care staff in other programs eligible to receive CCDF (e.g. license-exempt CCDF eligible providers)
- Key challenges to fully implementing this requirements
- Strategies used to address these challenges

Describe:

The CCDF Lead Agency, the Child Care Program Office (CCPO) is coordinating with the Department of Public Safety and Alaska Background Check Program on strategies to meet this requirement.

b) Has the National Crime Information Center (NCIC) National Sex Offender Registry (NSOR) check been put in place for all current (existing) child care staff?

Yes

Describe, if applicable, any differences in the process for existing staff than what was described for new staff and provide citations.

No. (Waiver request allowed. See Appendix A). Describe the status of conducting the National Crime Information Center (NCIC) National Sex Offender Registry (NSOR) check for current (existing) child care staff including:

- Efforts to date to complete the requirement for all existing child care staff in licensed, regulated or registered programs
- Efforts to date to complete the requirement for all existing child care staff in other programs eligible to receive CCDF services (e.g. license-exempt CCDF eligible providers)
- Key challenges to fully implementing this requirements
- Strategies used to address these challenges

Describe:

The CCDF Lead Agency, the Child Care Program Office (CCPO) is coordinating with the Department of Public Safety and Alaska Background Check Program on strategies to meet this requirement.

Inter-state Background Check Requirements

Checking a potential employee's history in any state other than that in which the provider's services are provided qualifies as an inter-state check, per the definition of required criminal background checks in 98.43(b)(3). For example, an inter-state check would include situations when child care staff members work in one state and live in another state. The statute and regulations require background checks in the state where the staff member resides and each state where the staff member resided during the previous 5 years. Background checks in the state where the staff member is employed may be advisable, but are not strictly required.

5.4.6 Interstate Criminal Registry or Repository Check Requirement (including in any other state where the individual has resided in the past 5 years). (98.43 (b)(3)(i)).

Note: It is optional to use a fingerprint to conduct this check. Searching a general public facing judicial website does not satisfy this requirement. This check must be completed in addition to the national FBI history check (5.4.4 above) to mitigate any gaps that may exist between the two sources (unless the responding state participates in the National Fingerprint File program).

a) Has the interstate criminal registry or repository check been put in place for all new (prospective) child care staff?

Yes. If yes,

i. Describe how these requirements, policies and procedures apply to all licensed, regulated, or registered child care providers, in accordance with 98.43(a)(1)(i) and 98.16(o). Describe and provide citations

ii. Describe how these requirements, policies and procedures apply to all other providers eligible to deliver CCDF services (e.g., license-exempt CCDF eligible providers), in accordance with 98.43(a)(1)(i) and 98.16(o). Describe and provide citations

No. (Waiver request allowed. See Appendix A). Describe the status of conducting the the interstate criminal registry or repository check for new (prospective) child care staff including:

- Efforts to date to complete the requirement for all existing child care staff in licensed, regulated or registered programs
- Efforts to date to complete the requirement for all existing child care staff in other programs eligible to receive CCDF (e.g. license-exempt CCDF eligible providers)
- Key challenges to fully implementing this requirements
- Strategies used to address these challenges

Describe:

The CCDF Lead Agency, the Child Care Program Office (CCPO) is coordinating with the Alaska Background Check Program and the Department of Public Safety on strategies to meet this requirement.

b) Has the interstate criminal registry or repository check been put in place for all current (existing) child care staff?

Yes

Describe, if applicable, any differences in the process for existing staff than what was described for new staff and provide citations.

No. (Waiver request allowed. See Appendix A). Describe the status of conducting the interstate criminal registry or repository check for current (existing) child care staff including:

- Efforts to date to complete the requirement for all existing child care staff in licensed, regulated or registered programs
- Efforts to date to complete the requirement for all existing child care staff in other programs eligible to receive CCDF services (e.g. license-exempt CCDF eligible providers)
- Key challenges to fully implementing this requirements
- Strategies used to address these challenges

Describe:

The CCDF Lead Agency, the Child Care Program Office (CCPO) is coordinating with the Alaska Background Check Program and the Department of Public Safety on strategies to meet this requirement.

5.4.7 Interstate Sex Offender Registry or Repository Check Requirements (including in any state where the individual has resided in the past 5 years). (98.43 (b)(3)(ii)).

Note: It is optional to use a fingerprint to conduct this check. This check must be completed in addition to the National Crime Information Center (NCIC) National Sex Offender Registry (NSOR) (5.4.5 above) to mitigate any gaps that may exist between the two sources.

a) Has the interstate sex offender registry or repository check been put in place for all new (prospective) child care staff?

Yes. If yes,

i. Describe how these requirements, policies and procedures apply to all licensed, regulated, or registered child care providers, in accordance with 98.43(a)(1)(i) and 98.16(o). Describe and provide citations

Licensing, Certification, and Approvals regulations 7 AAC 10 require all child care providers and caregivers to obtain a valid fingerprint based criminal history check prior to having unsupervised access to children in care. Child Care Licensing Policies and Procedures manual section 6050 requires individuals applying to become licensed to obtain a final background check clearance prior to the issuance of their child care license. Staff of a licensed child care facility or household members 16 years of age and older must also obtain a valid fingerprint based criminal history check prior to having access to children in care. The Alaska Background Check Program (BCP) is the agency responsible for conducting the required criminal history checks. Per 7 AAC 10.915 (a)(4) the BCP will screen individuals through any other registry or database determined by the department to be relevant. This includes completing an interstate sex offender registry or repository check in any state where the individual has resided in the past 5 years as indicated on their request for background check.

ii. Describe how these requirements, policies and procedures apply to all other providers eligible to deliver CCDF services (e.g., license-exempt CCDF eligible providers), in accordance with 98.43(a)(1)(i) and 98.16(o). Describe and provide citations

Licensing, Certification, and Approvals regulations 7 AAC 10 require all child care providers and caregivers to obtain a valid fingerprint based criminal history check prior to having unsupervised access to children in care. Child Care Assistance Policies and Procedures manual section 4180 requires individuals applying to become an Approved Relative provider and all household members 16 years of age and older and the In-home caregiver of an Approved In-home provider to obtain a final background check clearance prior to the issuance of their child care assistance program approval. The Alaska Background Check Program (BCP) is the agency responsible for conducting the required criminal history checks. Per 7 AAC 10.915 (a)(4) the BCP will screen individuals through any other registry or database determined by the department to be relevant. This includes completing an interstate sex offender registry or repository check in any state where the individual has resided in the past 5 years as indicated on their request for background check.

Child Care Assistance Policies and Procedures manual section 4180 requires license-exempt centers (United States Department of Defense or US Coast Guard; Tribally Approved or Tribally Certified; Nationally Accredited or Nationally Certified Day Camps or similar facilities or programs) receiving CCDF to meet or exceed the CCDF Lead Agency's background check requirements. Background checks for these applicants are conducted by the entity issuing the certification, accreditation, or approval. The CCDF Lead Agency currently has no license-exempt centers as indicated above participating in the Child Care Assistance Program (CCAP). In the event a license-exempt center as indicated above wishes to participate in the CCAP, the CCDF Lead Agency will verify their requirements meet or exceed the CCDF Lead Agency's requirements for background checks. In circumstances in which the CCDF Lead Agency has determined the requirements for these provider types meet or exceed the CCDF Lead Agency's requirements, additional background review is not needed.

No. (Waiver request allowed. See Appendix A). Describe the status of conducting the interstate sex offender registry or repository check for new (prospective) child care staff including:

-- Efforts to date to complete the requirement for all existing child care staff in licensed, regulated or registered programs

-- Efforts to date to complete the requirement for all existing child care staff in other programs eligible to receive CCDF (e.g. license-exempt CCDF eligible providers)

- Key challenges to fully implementing this requirements
- Strategies used to address these challenges

Describe:

b) Has the interstate sex offender registry or repository check been put in place for all current (existing) child care staff?

Yes

Describe, if applicable, any differences in the process for existing staff than what was described for new staff and provide citations.

Not applicable.

No. (Waiver request allowed. See Appendix A). Describe the status of conducting the interstate sex offender registry or repository check for current (existing) child care staff including:

-- Efforts to date to complete the requirement for all existing child care staff in licensed, regulated or registered programs

-- Efforts to date to complete the requirement for all existing child care staff in other programs eligible to receive CCDF services (e.g. license-exempt CCDF eligible providers)

-- Key challenges to fully implementing this requirements

-- Strategies used to address these challenges

Describe:

5.4.8 Interstate Child Abuse and Neglect Check Registry Requirements (98.43 (b)(3)(iii)).

Note: This is a name-based search.

a) Has the interstate child abuse and neglect check been put in place for all new (prospective) child care staff?

Yes. If yes,

i. Describe how these requirements, policies and procedures apply to all licensed, regulated, or registered child care providers, in accordance with 98.43(a)(1)(i) and

98.16(o). Describe and provide citations

ii. Describe how these requirements, policies and procedures apply to all other providers eligible to deliver CCDF services (e.g., license-exempt CCDF eligible providers), in accordance with 98.43(a)(1)(i) and 98.16(o). Describe and provide citations

No. (Waiver request allowed. See Appendix A). Describe the status of conducting the interstate child abuse and neglect check for new (prospective) child care staff including:

-- Efforts to date to complete the requirement for all existing child care staff in licensed, regulated or registered programs

-- Efforts to date to complete the requirement for all existing child care staff in other programs eligible to receive CCDF (e.g. license-exempt CCDF eligible providers)

-- Key challenges to fully implementing this requirements

-- Strategies used to address these challenges

Describe:

The CCDF Lead Agency, the Child Care Program Office (CCPO) is coordinating with the Alaska Background Check Program and Office of Children's Services on strategies to meet this requirement.

b) Has the interstate child abuse and neglect check been put in place for all current (existing) child care staff?

Yes

Describe, if applicable, any differences in the process for existing staff than what was described for new staff and provide citations.

No. (Waiver request allowed. See Appendix A). Describe the status of conducting the interstate child abuse and neglect check for current (existing) child care staff including:

-- Efforts to date to complete the requirement for all existing child care staff in licensed, regulated or registered programs

-- Efforts to date to complete the requirement for all existing child care staff in other programs eligible to receive CCDF services (e.g. license-exempt CCDF eligible providers)

- Key challenges to fully implementing this requirements
- Strategies used to address these challenges

Describe:

The CCDF Lead Agency, the Child Care Program Office (CCPO) is coordinating with the Alaska Background Check and Office of Children Services on strategies to meet this requirement.

Provisional Employment

The CCDF final rule states a child care provider must submit a request to the appropriate state/territory agency for a criminal background check for each child care staff member, including prospective staff members, prior to the date an individual becomes a child care staff member and at least once every 5 years thereafter (98.43(d)(1) and (2)). A prospective child care staff member may not begin work until one of the following results have been returned as satisfactory: either the FBI fingerprint check or the search of the state/territory criminal registry or repository using fingerprints in the state/territory where the staff member resides. The child care staff member must be supervised at all times pending completion of all the background check components (98.43(d)(4)).

Note: In recognition of the concerns and feedback OCC received related to the provisional hire provision of the CCDF final rule, OCC will allow states and territories to request time-limited waiver extensions for the provisional hire provision. State/territories may submit a waiver request to allow additional time to meet the requirements related to provisional hires (see Appendix A). A state/territory may receive a waiver from this requirement only when:

1. the state requires the provider to submit the background check requests before the staff person begins working; and
2. the staff member, pending the results of the elements of the background check, is supervised at all times by an individual who has completed the background check.

5.4.9 Describe the state/territory requirements related to prospective child care staff members using the checkboxes below. (Waiver request allowed. See Appendix A). Check all that apply.

- The state/territory allows prospective staff members to begin work on a provisional basis (if supervised at all times) after completing and receiving satisfactory results on either the FBI fingerprint check or a fingerprint check of the state/territory criminal registry or repository in the state where the child care staff member resides.

Describe and include a citation:

- The state/territory allows prospective staff members to begin work on a provisional basis (if supervised at all times) after the request has been submitted, but before receiving satisfactory results on either the FBI fingerprint check or a fingerprint check of the state/territory criminal registry or repository in the state where the child care staff member resides. Note: A waiver request is allowed for this provision (see Appendix A).

Describe and include a citation:

The Alaska Background Check Program (BCP) issues an initial provisional background check clearance after screening the following (7 AAC 10.915): Alaska Public Safety Information Network (APSIN) - APSIN serves as a central repository for Alaska criminal justice information; Alaska Court System/Court View and Name Index - Provides civil and criminal case information and is used to assist in determination of disposition for cases in APSIN; Juvenile Offender Management Information System (JOMIS) - JOMIS is the primary repository for juvenile offense history records for the State of Alaska, Division of Juvenile Justice; Certified Nurse Aide (CNA) Registry - Professional registry listing those individuals certified to perform duties as a CNA. In some states, this registry also serves an abuse registry; National Sex Offender Registry (NSOR)- The NSOR provides centralized access to registries from all 50 states, Guam, Puerto Rico and the District of Columbia; Office of Inspector General List of Excluded Individuals and Entities (OIG) - a database which provides information relating to parties excluded from participation in the Medicare, Medicaid and all Federal health care programs; Alaska Medical Assistance Exclusion List - a listing of those individuals and businesses excluded from Alaska Medical Assistance programs; Integrated Child Care Information System (ICCIS) - CCDF Lead Agency, the Child Care Program Office (CCPO) child care provider database; ORCA - Child abuse / neglect registry; PROBER Registry - Child abuse / neglect registry; and any other records/registries the Department deems are applicable, including similar registries in any state in which the individual has resided. Once these registries, lists, or databases have been checked and no barring crimes or conditions have been identified, the employee is eligible for hire with a provisional background check clearance and may work under the supervision of an individual for whom a final determination of eligible to hire has been issued. Provisional clearance is good for 60 days. Once the BCP has conducted the comprehensive background check and received the FBI fingerprint results on the applicant and there are no barring crimes or

conditions, a final determination of eligible for hire is issued.

Other.

Describe:

5.4.10 The state/territory must conduct the background checks as quickly as possible and shall not exceed 45 days after the child care provider submitted the request. The state/territory shall provide the results of the background check in a statement that indicates whether the staff member is eligible or ineligible, without revealing specific disqualifying information. If the staff member is ineligible, the state/territory will provide information about each disqualifying crime to the staff member.

Describe the requirements, policies, and procedures in place to respond as expeditiously as possible to other states', territories', and tribes' requests for background check results to accommodate the 45-day timeframe, including any agencies/entities responsible for responding to requests from other states (98.43(a)(1)(iii)).

The State of Alaska Background Check Program does not process requests for background check information from other states. The Department of Public Safety (DPS) responds to such requests. Requestors can be either the record subject or any other individual. The DPS charges \$20 per record. This information is available per AS 12.62.160. The Office of Children's Services (OCS), another state agency/division within the Lead Agency, responds to requests for interstate Child Abuse and Neglect Registry Checks. Requests must come from the oversight agency. OCS does not currently charge a fee.

5.4.11 Child care staff members cannot be employed by a child care provider receiving CCDF subsidy funds if they refuse a background check, make materially false statements in connection with the background check, or are registered or required to be registered on the state or National Sex Offender Registry. Potential staff members also cannot be employed by a provider receiving CCDF funds if they have been convicted of: a felony consisting of murder, child abuse or neglect, crimes against children, spousal

abuse, crimes involving rape or sexual assault, kidnapping, arson, physical assault or battery, or - subject to an individual review (at the state/territory's option)- a drug-related offense committed during the preceding 5 years; a violent misdemeanor committed as an adult against a child, including the following crimes - child abuse, child endangerment, or sexual assault; or a misdemeanor involving child pornography (98.43(c)(1)).

Note: The Lead Agency may not publicly release the results of individual background checks. It may release aggregated data by crime as long as the data do not include personally identifiable information (98.43(e)(2)(iii)).

Does the state/territory disqualify child care staff members based on their conviction for other crimes not specifically listed in 98.43(c)(i)?

No

Yes.

Describe other disqualifying crimes and provide citation:

The citation for other disqualifying crimes is 7 AAC 10.905. Other disqualifying crimes include but are not limited to: Indecent Exposure; Arson; Offenses against Public Administration; Offenses against Public Order; Stalking; Offenses against Property; Issuing a bad check; Fraudulent use of an Access Device; Burglary, Criminal Mischief; Forgery; and or Criminal Mischief. For complete information on this citation please see the following link. <http://www.legis.state.ak.us/basis/aac.asp#7.10.905>

5.4.12 The state/territory has a process for a child care staff member to appeal the the results of his or her background check to challenge the accuracy or completeness of the criminal background report, as detailed in 98.43(e)(3).

Describe how the Lead Agency ensures the privacy of background checks and provides opportunities for applicants to appeal the results of background checks. In addition, describe whether the state/territory has a review process for individuals disqualified due to a felony drug offense to determine if that individual is still eligible for employment (98.43(e)(2-4)).

The Alaska Background Check Program is the agency responsible for reviewing an

individual's background and making an eligibility determination. 7 AAC 10.903 requires the department to limit the use of information gathered during the background check process for that purpose and prohibits the disclosure of information to anyone outside of the department, except as authorized by state or federal law governing the program or program review or audit to which the information relates. 7 AAC 10.927 provides an individual opportunity to request a redetermination if they believe an error was made or has new or additional factual information that could change the department's determination. If a barring crime or condition is identified during the background check process and is not an error, 7 AAC 10.930 provides an individual opportunity to request a variance with one exception: the department will not grant a variance for a crime or civil finding for which federal law prohibits certain approvals, or restricts payment of benefits, during the most stringent barrier time set by federal law for that crime or civil finding. The variance process includes submitting a Background Variance application to the oversight agency who reviews the packet and makes a recommendation to the Department of Health and Social Service's variance committee chair. The variance committee chair reviews the application packet and either forwards a recommendation on to the Department commissioner or designee or determines a committee meeting is needed.

5.4.13 The state/territory may not charge fees that exceed the actual costs of processing applications and administering a criminal background check (98.43(f)).

Describe how the state/territory ensures that fees charged for completing the background checks do not exceed the actual cost of processing and administration, regardless of whether they are conducted by the state/territory or a third-party vendor or contractor. Lead Agencies can report that no fees are charged if applicable (98.43(f)).

The Alaska Background Check Program ensures the fees charged do not exceed the actual cost of processing.

5.4.14 Federal requirements do not address background check requirements for relative providers who receive CCDF; therefore, states have the flexibility to decide which background check requirements relative providers must meet, as defined by CCDF in

98.2 under eligible child care provider.

Note: This exception only applies if the individual cares only for relative children. Does the state/territory exempt relatives from background checks?

- No, relatives are not exempt from background check requirements.
- Yes, relatives are exempt from all background check requirements.
- Yes, relatives are exempt from some background check requirements. If the state/territory exempts relatives from some background check requirements, describe which background check requirements do not apply to relative providers.