



February 2016

## **Child Care Centers Quick Reference Guide Requirements and Regulations**

### **Introduction**

The California Head Start State Collaboration Office (CHSSCO) Community Care Licensing (CCL) workgroup comprised of the California Head Start Association Executive Director, Head Start Directors, California Department of Social Service Community Care Licensing Division and California Department of Education (CDE) partners developed this document as a quick reference to requirements and regulations for child care centers.

### **Background**

The CHSSCO CCL workgroup received important feedback from the field regarding the need for staff of all programs and field representatives to recognize the differences between program standards and regulations. The workgroup intentionally worked to create a newly amended side-by-side document to include not only CCL and Head Start but to also include CDE Early Education and Support Division California Code of Regulations, Title 5. This full range encompasses most requirements of programs that layer funding.

### **Important Information to consider**

It is important to remember that this is a quick reference guide and does not replace the full scope of the actual laws and regulations.

- All licensed program must follow the California Child Day Care Act and California Code of Regulations, Title 22 Regulations in addition to their funding source requirements.
- This is a living document and may or can change.
- This document is for your use. Please share and add any other regulations or requirements that are specific to the needs of your agency or program.
- These are regulations minimal standards, not best practices.

## Resources and Support documents

*California Department of Social Service Community Care Licensing Division, Child Care Program*

California Code Regulation Title 22 link to regulations:

<http://www.dss.cahwnet.gov/ord/PG587.htm>

Health and Safety Code, Child Day Care Act Chapters 3.4-3.65 can be found at:

[https://leginfo.legislature.ca.gov/faces/codes\\_displayexpandedbranch.xhtml?tocCode=HSC&division=2.&title=&part=&chapter=&article=](https://leginfo.legislature.ca.gov/faces/codes_displayexpandedbranch.xhtml?tocCode=HSC&division=2.&title=&part=&chapter=&article=)

The Community Care Licensing Child Care Quarterly Update is sent via e-mail to a list and includes updates and changes to any CCL activity. To sign up and receive the e-mails quarterly please go to: [childcareadvocatesprogram@dss.ca.gov](mailto:childcareadvocatesprogram@dss.ca.gov)

### *Office of Head Start*

To find more information and to download a full version of the Head Start Program

Performance Standards please go to: <http://eclkc.ohs.acf.hhs.gov/hslc/standards/hspps>

### *California Department of Education Early Education and Support Division*

(CDE EESD) Title 5 Requirements can be found at: <http://www.cde.ca.gov/sp/cd/lr/>

To get current e-mail information regarding updates, instructions or requirements about Early Education and Support Division contract agencies go to the e-mail distribution list subscription at: <http://www.cde.ca.gov/sp/cd/ci/#emaillist>