

2005 Child Care Licensing Study North Carolina

Data Profile for State Licensing Programs and Policies

Click on link to go to information on the state's licensing program:

- | | |
|---|---|
| <ul style="list-style-type: none"> • State Licensing Agency • Number of Licensed Facilities • Licensing Staff • Number of Licensing Staff • Types of Inspections • Frequency of Inspections • Frequency of Licensing | <ul style="list-style-type: none"> • Inspections and Monitoring • Complaint Investigations • Enforcement Actions • Access to Licensing Information • Licensing Fees • Licensing Staff Requirements • Quality Initiatives |
|---|---|

STATE LICENSING AGENCY



LICENSING AGENCY CONTACT INFORMATION		
Agency name: North Carolina Department of Health & Human Services		
Address: Division of Child Development		
Regulatory Services Section		
2201 Mail Service Center		
City: Raleigh	State: NC	Zip: 27699-2201
Phone: 919-662-4499	Toll Free: 800-859-0829 (in-state calls only)	
Fax: 919-661-4845	E-mail:	
Web site: http://ncchildcare.dhhs.state.nc.us/providers/pv_sn2_lr.asp		

NUMBER OF LICENSED FACILITIES



NUMBER OF LICENSED FACILITIES	
Child care centers	4,400
Small family child care homes	4,671
Large/group family child care homes	0
<i>Other types of licensed facilities:</i>	0
Total number of licensed facilities	9,071
Data notes:	

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LICENSED CAPACITY	
Child care centers	318,909
Small family child care homes	33,348
Large/group family child care homes	0
<i>Other types of licensed facilities:</i>	0
Total licensed capacity	352,257
Data notes: N/A	

LICENSING STAFF



LICENSING LINE STAFF ASSIGNMENT	
Line staff assignments to inspect child care facilities:	
Assigned to inspect only child care centers	
Assigned to inspect only family child care homes	
Assigned to inspect both centers and family child care homes	✓
Assigned to inspect child care facilities and other human service programs for children	
Assigned to inspect child care facilities and other human service programs for children and/or adults	
Assignments vary by county or area of the state	
Assigned specifically to conduct complaint investigations	✓
<i>Other type of assignment:</i>	
Data notes:	

NUMBER OF LICENSING STAFF



NUMBER OF LINE STAFF	
Total number of full-time equivalent line staff	100
Data notes:	

LINE STAFF ESTIMATED CASELOAD	
Estimated caseload ratio (number of facilities per staff)	91:1
Data notes: The caseload was calculated by NARA/NCCIC by dividing the total number of licensed programs by the total number of licensing line staff.	

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NUMBER OF SUPERVISORS	
Total number of full-time equivalent licensing supervisors	15
Data notes:	

TYPES OF INSPECTIONS



Type of Inspection Conducted	Child Care Centers	Small Family Child Care Homes	Large/Group Family Child Care Homes
Prior to issuing a license	✓	✓	
• Announced	✓	✓	
• Unannounced			
Data notes:			
License renewal			
• Announced			
• Unannounced			
Data notes:			
Routine compliance	✓	✓	
• Announced			
• Unannounced	✓	✓	
Data notes:			

FREQUENCY OF INSPECTIONS



FREQUENCY OF REQUIRED INSPECTION VISITS	
Type of Facility	Frequency of Inspection Visits
Child care centers	Once a year
Small family child care homes	Once a year
Large/group family child care homes	Not licensed
<i>Other frequency of inspection:</i>	
Data notes:	

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FREQUENCY OF LICENSING



LENGTH OF LICENSE	
Type of Facility	Length of License
Child care centers	Non-expiring license
Small family child care homes	Non-expiring license
Large/group family child care homes	Not licensed
<i>Other length of license:</i>	
Data notes:	

INSPECTIONS AND MONITORING



FULL COMPLIANCE REVIEW	
Type of Facility	Frequency of Full Compliance Review
Child care centers	Once a year
Small family child care homes	Once a year
Large/group family child care homes	Not licensed
Data notes:	

ABBREVIATED COMPLIANCE FORM	
<i>(Note: An abbreviated compliance form is a tool used during inspections that has an abbreviated list of the requirements on it, not all requirements. Sometimes called an "indicator checklist.")</i>	
Abbreviated compliance form used for inspections	
Child care centers	No
<i>Use of form described:</i>	
Small family child care homes	No
<i>Use of form described:</i>	
Large/group family child care homes	No
<i>Use of form described:</i>	
Data notes:	
State has policies on when to switch from abbreviated compliance review to a full compliance review	
Child care centers	No
Small family child care homes	No
Large/group family child care homes	No
Data notes:	

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DIFFERENTIAL MONITORING	
<i>(Note: Differential monitoring is the frequency and/or depth of monitoring inspections that is based on an assessment of the level of compliance with regulations. May also be called "risk assessment monitoring.")</i>	
System of differential monitoring based on compliance records used for inspections	
Child care centers	No
<i>System of assessing compliance and differential monitoring:</i>	
Small family child care homes	No
<i>System of assessing compliance and differential monitoring:</i>	
Large/group family child care homes	No
<i>System of assessing compliance and differential monitoring:</i>	
Data notes:	

TECHNICAL ASSISTANCE AND CONSULTATION			
Technical assistance/consultation provided to help licensees achieve compliance with licensing regulations			
Child care centers	Yes		
Small family child care homes	Yes		
Large/group family child care homes	No		
Technical assistance/consultation provided to help licensees move beyond minimum licensing regulations			
Child care centers	Yes		
Small family child care homes	Yes		
Large/group family child care homes	No		
Data notes:			
Means of providing technical assistance/consultation	Child Care Centers	Small Family Child Care Homes	Large/Group Family Child Care Homes
During all inspection visits	✓	✓	
• During application visits			
• During routine inspection visits			
• During renewal inspection visits			
On the telephone	✓	✓	
As needed by licensee	✓	✓	
<i>Other:</i>			
Data notes:			

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2005 Child Care Licensing Study North Carolina

Referrals made to other agencies/organizations/individuals for technical assistance	
Child care centers	✓
Small family child care homes	✓
Large/group family child care homes	
<i>Agencies, organizations, or individuals used for technical assistance referrals: Child Care Resource & Referral Agencies, Environmental Health, local Smart Start partnerships, local health departments, local building and sanitation inspectors.</i>	

DATA AUTOMATION	
Basic licensing data is automated	Yes
Data notes: N/A	
Portable computers and inspection software used for inspections	
Child care centers	Yes
Small family child care homes	Yes
Large/group family child care homes	No
Data notes:	
<i>Other tools used for inspections and monitoring:</i>	No

COMPLAINT INVESTIGATIONS



INVESTIGATIONS	
Licensing agency conducts complaint investigations	
Child care centers	Yes
Small family child care homes	Yes
Large/group family child care homes	No
Data notes:	
State uses same staff who conduct inspections for initial licensure and routine compliance to conduct complaint investigations	
Child care centers	No
Small family child care homes	No
Large/group family child care homes	No
State has separate staff who only work on complaint investigations	
Child care centers	No
Small family child care homes	No
Large/group family child care homes	No

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State uses other complaint investigation staff	
Child care centers	Yes
Small family child care homes	Yes
Large/group family child care homes	No
<i>Other complaint investigation staff described:</i> Child care consultants and abuse and neglect consultants investigate complaints.	
Data notes:	
State investigates anonymous complaints	
Child care centers	Yes
Small family child care homes	Yes
Large/group family child care homes	No
Data notes:	

NUMBER OF COMPLAINTS				
Number of Licensing Complaints	Child Care Centers	Small Family Child Care Homes	Large/Group Family Child Care Homes	Total
Number of licensing complaints filed	1,812	348	0	2,160
Number of substantiated licensing complaints	570	156	0	726
Data notes: N/A				
<i>Nature of licensing complaints:</i> N/A				

CHILD ABUSE AND NEGLECT				
Agencies that investigate child abuse and neglect complaints against child care centers and family child care homes				
Licensing agency	✓			
Protective services	✓			
Specialized unit for child abuse and neglect	✓			
<i>Other agency:</i>				
Data notes:				
Number of child abuse and neglect complaints	Child Care Centers	Small Family Child Care Homes	Large/Group Family Child Care Homes	Total
Number of child abuse and neglect complaints filed	732	167	0	899
Number of substantiated child abuse and neglect complaints	104	26	0	130
Data notes:				

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ENFORCEMENT ACTIONS



USE OF ENFORCEMENT ACTIONS						
Enforcement Actions	Child Care Centers		Small Family Child Care Homes		Large/Group Family Child Care Homes	
	Used	Num.	Used	Num.	Used	Num.
Revocation of license	✓	18	✓	8		0
Denial of license	✓	3	✓	0		0
Immediate closure of facility	✓	1	✓	6		0
Non-renewal of license		0		0		0
Probation	✓	10	✓	2		0
Conditional license	✓	11	✓	5		0
Consent agreement	✓	5	✓	2		0
Civil fine	✓	56	✓	8		0
Criminal fine	✓	0	✓	3		0
Imprisonment	✓	0	✓	1		0
<i>Other enforcement actions:</i>		0		0		0
Data notes:						
<i>Legal representation for licensing agency:</i> We have legal representation from the state Attorney General's Office.						

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ACCESS TO LICENSING INFORMATION



LICENSING INFORMATION ON THE INTERNET	
Licensing inspection reports are available on the Internet for parent and public access	No, but state is planning to put inspection reports on the Internet
Data notes:	
Complaints against facilities are included in licensing reports on the Internet	N/A
Data notes:	

LICENSING FEES



LICENSING FEES CHARGED			
Fees are charged for a license			
Child care centers	Yes		
Small family child care homes	No		
Large/group family child care homes	No		
Data notes:			
Type of Licensing Fee	Child Care Centers	Small Family Child Care Homes	Large/Group Family Child Care Homes
Flat fee for all child care facilities			
Fee based on maximum number of children in facility	✓		
<i>Other type of fee:</i> N/A			
Data notes: N/A			
Amount of Licensing Fee	Child Care Centers	Small Family Child Care Homes	Large/Group Family Child Care Homes
Flat fee			
Fee based on maximum number of children in facility	12 or fewer children: \$35 13–50: \$125 51–100: \$250 101 or more: \$400		
<i>Other type of fee:</i>			

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Data notes:

LICENSING STAFF REQUIREMENTS



LICENSING STAFF POSITION	
Name of licensing line staff position	Child Care Consultant

STAFF QUALIFICATIONS	
Minimum entry-level qualifications for child care licensing line staff:	
Master's degree	
Bachelor's degree	✓
Associate's degree	
College-level certification program or credential	
Some college education	
Certification program or credential (not college level)	
High school diploma or GED	
Experience working with children in the early care and education field	✓
No required educational qualifications	
<i>Other qualifications:</i>	
Data notes:	
Content and experience requirements	
Degrees and/or courses must be in early childhood education, child development, or a related field	Yes
Data notes:	
<i>Content areas or majors accepted:</i> The posting for the position indicates graduation from a 4-year college or university with a degree in child development, early childhood education, special education, social work, or related human services field. Also required, 3 years of experience in a day care or related setting involving coordination, evaluation, or administration of a comprehensive program of day care services or coordination or management of the day care component of a local social services program. Alternative qualifications include a master's degree and 2 years of experience or an equivalent combination of training and experience.	
Experience working in a setting with children required prior to working as a licenser	Yes
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STAFF TRAINING	
Annual training requirements	
Additional training required each year	No
Data notes:	
<i>Amount of required training:</i>	
Topics covered in training:	
Regulatory issues	
State's regulations	
Health and safety issues	
Identifying child abuse and neglect	
State's licensing policies and procedures	
Fire safety	
Early childhood education/child development	
Adult development	
Business administration/management	
Supervision	
<i>Other training topics:</i>	
Data notes:	
Sources of training for child care licensing line staff:	
Licensing agency	✓
Community-based organization	✓
Local/state conferences	✓
National conferences	
Outside consultants	
College/university	
No sources of training	
Do not know	
<i>Other training sources:</i>	
Data notes:	

FUNDING TO SUPPORT LICENSING STAFF	
Sources of funding to hire and support child care licensing staff:	
General state funds	
Child Care and Development Fund (CCDF)	
Temporary Assistance for Needy Families (TANF)	
Social Services Block Grant (SSBG)	
<i>Other federal funds:</i>	
Private funds	
Licensing fees	

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Do not know	
<i>Other funding sources:</i>	
Data notes:	

QUALITY INITIATIVES



LICENSING AGENCY'S INVOLVEMENT IN QUALITY IMPROVEMENT INITIATIVES	
Tiered quality strategy:	
Lead agency	✓
Initiative in same agency as licensing	
Licensing participates in planning	
Licensing not involved	
State does not have initiative	
Data notes:	
Accreditation facilitation project:	
Lead agency	
Initiative in same agency as licensing	
Licensing participates in planning	
Licensing not involved	✓
State does not have initiative	
Data notes:	
Professional development system:	
Lead agency	✓
Initiative in same agency as licensing	
Licensing participates in planning	
Licensing not involved	
State does not have initiative	
Data notes:	
Assessing quality with environment rating scale:	
Lead agency	✓
Initiative in same agency as licensing	
Licensing participates in planning	
Licensing not involved	
State does not have initiative	
Data notes: Part of rated license system	

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Other quality initiative:	
Lead agency	
Initiative in same agency as licensing	
Licensing participates in planning	
Licensing not involved	
State does not have initiative	
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Data Profile for State Child Care Center Staff Qualifications

Click on link to go to information:

STAFF QUALIFICATIONS FOR CENTER ROLES

- [Directors](#)
- [Master Teachers](#)
- [Teachers](#)
- [Assistant Teachers](#)
- [Aides](#)

STAFF QUALIFICATIONS FOR DIRECTORS



EDUCATION AND EXPERIENCE REQUIREMENTS FOR DIRECTORS

State regulates role	Yes
State requires education and/or experience for role	Yes
Number of qualification alternatives for role <i>(Note: Qualification alternatives are different ways to qualify for roles, usually by completing some type of education or training and/or having work experience.)</i>	21

Qualification alternative #1: Two years of full-time verifiable work experience in a child care center or early childhood work experience; one year experience performing administrative responsibilities

Time frame for requirements:

Preservice	✓
Orientation to role/initial hiring period	
<i>During a certain period of time:</i> N/A	

Experience requirements:

Amount of experience required	3 years
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2005 Child Care Licensing Study North Carolina

Qualification alternative #2: Two years of full-time verifiable work experience in a child care center or early childhood work experience; verification of having successfully completed, or be currently enrolled in, 32 clock hours of training in the area of early childhood program administration	
Time frame for requirements:	
Preservice	✓
Orientation to role/initial hiring period	
<i>During a certain period of time:</i>	
Experience requirements:	
Amount of experience required	2 years

Qualification alternative #3: Two years of full-time verifiable work experience in a child care center or early childhood work experience; verification of having successfully completed, or be currently enrolled in, two semester credit hours of training in the area of early childhood program administration	
Time frame for requirements:	
Preservice	✓
Orientation to role/initial hiring period	
<i>During a certain period of time:</i>	
Experience requirements:	
Amount of experience required	2 years

Qualification alternative #4: North Carolina Early Childhood Credential and one year of full-time verifiable child care or early childhood work experience; one year experience performing administrative responsibilities	
Time frame for requirements:	
Preservice	✓
Orientation to role/initial hiring period	
<i>During a certain period of time:</i>	
Experience requirements:	
Amount of experience required	2 years

Qualification alternative #5: North Carolina Early Childhood Credential and one year of full-time verifiable child care or early childhood work experience; verification of having successfully completed, or be currently enrolled in, 32 clock hours of training in the area of early childhood program administration	
Time frame for requirements:	
Preservice	✓
Orientation to role/initial hiring period	
<i>During a certain period of time:</i>	

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Experience requirements:	
Amount of experience required	1 year

Qualification alternative #6: North Carolina Early Childhood Credential and one year of full-time verifiable child care or early childhood work experience; verification of having successfully completed, or be currently enrolled in, two semester credit hours of training in the area of early childhood program administration	
Time frame for requirements:	
Preservice	✓
Orientation to role/initial hiring period	
<i>During a certain period of time:</i>	
Experience requirements:	
Amount of experience required	1 years

Qualification alternative #7: Child Development Associate Credential; one year experience performing administrative responsibilities	
Time frame for requirements:	
Preservice	✓
Orientation to role/initial hiring period	
<i>During a certain period of time:</i>	
Experience requirements:	
Amount of experience required	1 year

Qualification alternative #8: Child Development Associate Credential; verification of having successfully completed, or be currently enrolled in, 32 clock hours of training in the area of early childhood program administration	
Time frame for requirements:	
Preservice	✓
Orientation to role/initial hiring period	
<i>During a certain period of time:</i>	
Experience requirements:	
Amount of experience required	N/A

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Additional qualification alternatives:

9. Child Development Associate Credential; verification of having successfully completed, or be currently enrolled in, two semester credit hours of training in the area of early childhood program administration

10. Completion of a community or technical college curriculum program in the area of child care or early childhood; one year experience performing administrative responsibilities

11. Completion of a community or technical college curriculum program in the area of child care or early childhood; verification of having successfully completed, or be currently enrolled in, 32 clock hours of training in the area of early childhood program administration

12. Completion of a community or technical college curriculum program in the area of child care or early childhood; verification of having successfully completed, or be currently enrolled in, two semester credit hours of training in the area of early childhood program administration

13. Associate's degree with at least 12 semester hours in child development, child psychology, early childhood education or directly related field; one year experience performing administrative responsibilities

14. Associate's degree with at least 12 semester hours in child development, child psychology, early childhood education or directly related field; verification of having successfully completed, or be currently enrolled in, 32 clock hours of training in the area of early childhood program administration

15. Associate's degree with at least 12 semester hours in child development, child psychology, early childhood education or directly related field; verification of having successfully completed, or be currently enrolled in, two semester credit hours of training in the area of early childhood program administration

16. Undergraduate degree with at least 12 semester hours in child development, child psychology, early childhood education or directly related field; one year experience performing administrative responsibilities

17. Undergraduate degree with at least 12 semester hours in child development, child psychology, early childhood education or directly related field; verification of having successfully completed, or be currently enrolled in, 32 clock hours of training in the area of early childhood program administration

18. Undergraduate degree with at least 12 semester hours in child development, child psychology, early childhood education or directly related field; verification of having successfully completed, or be currently enrolled in, two semester credit hours of training in the area of early childhood program administration

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19. Graduate degree with at least 12 semester hours in child development, child psychology, early childhood education or directly related field; one year experience performing administrative responsibilities

20. Graduate degree with at least 12 semester hours in child development, child psychology, early childhood education or directly related field; verification of having successfully completed, or be currently enrolled in, 32 clock hours of training in the area of early childhood program administration

21. Graduate degree with at least 12 semester hours in child development, child psychology, early childhood education or directly related field; verification of having successfully completed, or be currently enrolled in, two semester credit hours of training in the area of early childhood program administration

Types of training, credentials, and degrees included in qualification alternatives:

Clock hours	✓	Bachelor's degree	✓
Credit hours	✓	Bachelor's degree or higher	
Child Development Associate (CDA) credential	✓	<i>Bachelor's degree in a related field:</i> N/A	
State credential	✓	Bachelor's degree in early care and education	
<ul style="list-style-type: none"> • Infant and toddler credential 		Bachelor's degree in early care and education or higher	
<ul style="list-style-type: none"> • Director credential 		Master's degree	✓
<ul style="list-style-type: none"> • <i>Other state credentials:</i> North Carolina Early Childhood Credential 	✓	<i>Master's degree in a related field:</i> N/A	
Associate's degree	✓	Master's degree in early care and education	
<i>Associate's degree in a related field:</i> N/A		PhD or advanced degree	
Associate's degree in early care and education		Teaching certificate/license	

State has additional requirements for experience to qualify for role	Yes
Experience must be from working with children	
Experience must be with a specific age group of children	
Experience must be in a specific setting	✓
Experience must be in an accredited center or family child care home	
Experience must be supervised	
Experience must be verified by employer/supervisor	✓
Experience must be from continuous employment	
Experience as a parent can count to qualify for role	

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Qualifications are linked to the state's early care and education professional development system	No
<i>Links to system: N/A</i>	
Center staff are required to participate in the state professional development system (i.e., enroll in a practitioner registry)	No

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2005 Child Care Licensing Study North Carolina

STAFF QUALIFICATIONS FOR MASTER TEACHERS



EDUCATION AND EXPERIENCE REQUIREMENTS FOR MASTER TEACHERS	
State regulates role	Yes
State requires education and/or experience for role	Yes
Number of qualification alternatives for role <i>(Note: Qualification alternatives are different ways to qualify for roles, usually by completing some type of education or training and/or having work experience.)</i>	4

Qualification alternative #1: One year of verifiable child care experience working in a child care center or two years of verifiable experience as a licensed family child care home operator	
Time frame for requirements:	
Preservice	✓
Orientation to role/initial hiring period	
<i>During a certain period of time:</i>	
Experience requirements:	
Amount of experience required	1 year

Qualification alternative #2: Successful completion of a two year high school Child Care Services Occupational Home Economics Program	
Time frame for requirements:	
Preservice	✓
Orientation to role/initial hiring period	
<i>During a certain period of time:</i>	
Experience requirements:	
Amount of experience required	N/A

Qualification alternative #3: Twenty hours of training in child development, which could include the North Carolina Early Childhood Credential coursework, within the first six months of employment	
Time frame for requirements:	
Preservice	
Orientation to role/initial hiring period	
<i>During a certain period of time:</i>	✓
Experience requirements:	
Amount of experience required	N/A

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Qualification alternative #4: North Carolina Early Childhood Credential or its equivalent			
Time frame for requirements:			
Preservice			✓
Orientation to role/initial hiring period			
<i>During a certain period of time:</i>			
Experience requirements:			
Amount of experience required			N/A
Types of training, credentials, and degrees included in qualification alternatives:			
Clock hours	✓	Bachelor's degree	
Credit hours		Bachelor's degree or higher	
Child Development Associate (CDA) credential		<i>Bachelor's degree in a related field:</i> N/A	
State credential	✓	Bachelor's degree in early care and education	
• Infant and toddler credential		Bachelor's degree in early care and education or higher	
• Director credential		Master's degree	
• <i>Other state credentials:</i> North Carolina Early Childhood Credential	✓	<i>Master's degree in a related field:</i> N/A	
Associate's degree		Master's degree in early care and education	
<i>Associate's degree in a related field:</i> N/A		PhD or advanced degree	
Associate's degree in early care and education		Teaching certificate/license	

State has additional requirements for experience to qualify for role	Yes
Experience must be from working with children	
Experience must be with a specific age group of children	
Experience must be in a specific setting	✓
Experience must be in an accredited center or family child care home	
Experience must be supervised	
Experience must be verified by employer/supervisor	✓
Experience must be from continuous employment	
Experience as a parent can count to qualify for role	

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Qualifications are linked to the state's early care and education professional development system	No
<i>Links to system: N/A</i>	
Center staff are required to participate in the state professional development system (i.e., enroll in a practitioner registry)	No

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2005 Child Care Licensing Study North Carolina

STAFF QUALIFICATIONS FOR TEACHERS



EDUCATION AND EXPERIENCE REQUIREMENTS FOR TEACHERS	
State regulates role	Yes
State requires education and/or experience for role	Yes
Number of qualification alternatives for role <i>(Note: Qualification alternatives are different ways to qualify for roles, usually by completing some type of education or training and/or having work experience.)</i>	4

Qualification alternative #1: One year of verifiable child care experience working in a child care center or two years of verifiable experience as a licensed family child care home operator	
Time frame for requirements:	
Preservice	✓
Orientation to role/initial hiring period	
<i>During a certain period of time:</i>	
Experience requirements:	
Amount of experience required	1 year

Qualification alternative #2: Successful completion of a two year high school Child Care Services Occupational Home Economics Program	
Time frame for requirements:	
Preservice	✓
Orientation to role/initial hiring period	
<i>During a certain period of time:</i>	
Experience requirements:	
Amount of experience required	N/A

Qualification alternative #3: Twenty hours of training in child development, which could include the North Carolina Early Childhood Credential coursework, within the first six months of employment	
Time frame for requirements:	
Preservice	
Orientation to role/initial hiring period	
<i>During a certain period of time:</i>	✓
Experience requirements:	
Amount of experience required	N/A

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Qualification alternative #4: North Carolina Early Childhood Credential or its equivalent			
Time frame for requirements:			
Preservice			✓
Orientation to role/initial hiring period			
<i>During a certain period of time:</i>			
Experience requirements:			
Amount of experience required			N/A
Types of training, credentials, and degrees included in qualification alternatives:			
Clock hours	✓	Bachelor's degree	
Credit hours		Bachelor's degree or higher	
Child Development Associate (CDA) credential		<i>Bachelor's degree in a related field:</i> N/A	
State credential	✓	Bachelor's degree in early care and education	
• Infant and toddler credential		Bachelor's degree in early care and education or higher	
• Director credential		Master's degree	
• <i>Other state credentials:</i> North Carolina Early Childhood Credential	✓	<i>Master's degree in a related field:</i> N/A	
Associate's degree		Master's degree in early care and education	
<i>Associate's degree in a related field:</i> N/A		PhD or advanced degree	
Associate's degree in early care and education		Teaching certificate/license	

State has additional requirements for experience to qualify for role	Yes
Experience must be from working with children	
Experience must be with a specific age group of children	
Experience must be in a specific setting	✓
Experience must be in an accredited center or family child care home	
Experience must be supervised	
Experience must be verified by employer/supervisor	✓
Experience must be from continuous employment	
Experience as a parent can count to qualify for role	

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Qualifications are linked to the state's early care and education professional development system	No
<i>Links to system: N/A</i>	
Center staff are required to participate in the state professional development system (i.e., enroll in a practitioner registry)	No

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STAFF QUALIFICATIONS FOR ASSISTANT TEACHERS



EDUCATION AND EXPERIENCE QUALIFICATIONS FOR ASSISTANT TEACHERS			
State regulates role		No	
State requires education and/or experience for role		No	
Number of qualification alternatives for role <i>(Note: Qualification alternatives are different ways to qualify for roles, usually by completing some type of education or training and/or having work experience.)</i>		0	
Types of training, credentials, and degrees included in qualification alternatives:			
Clock hours		Bachelor's degree	
Credit hours		Bachelor's degree or higher	
Child Development Associate (CDA) credential		<i>Bachelor's degree in a related field:</i> N/A	
State credential		Bachelor's degree in early care and education	
• Infant and toddler credential		Bachelor's degree in early care and education or higher	
• Director credential		Master's degree	
• <i>Other state credentials:</i> N/A		<i>Master's degree in a related field:</i> N/A	
Associate's degree		Master's degree in early care and education	
<i>Associate's degree in a related field:</i> N/A		PhD or advanced degree	
Associate's degree in early care and education		Teaching certificate/license	

State has additional requirements for experience to qualify for role	No
Experience must be from working with children	
Experience must be with a specific age group of children	
Experience must be in a specific setting	
Experience must be in an accredited center or family child care home	
Experience must be supervised	
Experience must be verified by employer/supervisor	
Experience must be from continuous employment	
Experience as a parent can count to qualify for role	

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Qualifications are linked to the state's early care and education professional development system	No
<i>Links to system: N/A</i>	
Center staff are required to participate in the state professional development system (i.e., enroll in a practitioner registry)	No

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STAFF QUALIFICATIONS FOR AIDES



EDUCATION AND EXPERIENCE QUALIFICATIONS FOR AIDES			
State regulates role		Yes	
State requires education and/or experience for role		No	
Number of qualification alternatives for role <i>(Note: Qualification alternatives are different ways to qualify for roles, usually by completing some type of education or training and/or having work experience.)</i>		0	
Types of training, credentials, and degrees included in qualification alternatives:			
Clock hours		Bachelor's degree	
Credit hours		Bachelor's degree or higher	
Child Development Associate (CDA) credential		<i>Bachelor's degree in a related field:</i> N/A	
State credential		Bachelor's degree in early care and education	
• Infant and toddler credential		Bachelor's degree in early care and education or higher	
• Director credential		Master's degree	
• <i>Other state credentials:</i> N/A		<i>Master's degree in a related field:</i> N/A	
Associate's degree		Master's degree in early care and education	
<i>Associate's degree in a related field:</i> N/A		PhD or advanced degree	
Associate's degree in early care and education		Teaching certificate/license	

State has additional requirements for experience to qualify for role	No
Experience must be from working with children	
Experience must be with a specific age group of children	
Experience must be in a specific setting	
Experience must be in an accredited center or family child care home	
Experience must be supervised	
Experience must be verified by employer/supervisor	
Experience must be from continuous employment	
Experience as a parent can count to qualify for role	

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Qualifications are linked to the state's early care and education professional development system	No
<i>Links to system: N/A</i>	
Center staff are required to participate in the state professional development system (i.e., enroll in a practitioner registry)	No

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Data Profile for State Child Care Center Regulations

Click on link to go to information:

LICENSING REGULATIONS

- [Child Care Center Regulations Summary](#)

DEFINITION OF LICENSED CHILD CARE/DAY CARE CENTERS

- [Definition of Licensed Centers](#)
- [Exemptions from Licensing](#)

CENTER STAFF REQUIREMENTS

- [Staff Roles](#)
- [Age and High School Diploma Requirements](#)
- [Other Roles in Regulations](#)
- [Hiring Policies](#)
- [Staff Health Requirements](#)
- [Background Checks](#)
- [Orientation Training](#)
- [Health and Safety Training](#)
- [Ongoing Training](#)

CHILD-STAFF RATIOS AND GROUP SIZE

- [Child-Staff Ratios and Group Size By Age of Children](#)
- [Mixed-Age Groups](#)
- [Additional Requirements](#)

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SUPERVISION OF CHILDREN

- [General Supervision Requirements](#)
- [Supervision of Children During Naptime](#)
- [Supervision During Evening/Overnight Care](#)
- [Supervision of Children During Outdoor Play](#)
- [Supervision of Children During Large Group Activities](#)
- [Supervision of Children Swimming/Participating in Water Activities](#)
- [Supervision of Children Transported in Vehicles](#)
- [Supervision of Children During Field Trips](#)

CARE OF CHILDREN

- [Age Definitions](#)
- [Children's Health Requirements](#)
- [Nutrition](#)
- [Behavior Guidance and Discipline](#)
- [Program and Activities](#)
- [Parent Involvement](#)
- [Specialized Care – Infant and Toddler](#)
- [Specialized Care – School-Age](#)
- [Specialized Care – Mildly III Children](#)
- [Specialized Care – Evening/Overnight Care](#)
- [Specialized Care – Drop-In Care](#)

FACILITY REQUIREMENTS

- [Environment](#)
- [Square Footage](#)
- [Condition of Facility and Equipment](#)
- [Safety of Facility And Equipment](#)
- [Outdoor Space](#)
- [Fire Safety](#)
- [General Emergency Plans](#)
- [Emergency Preparedness](#)
- [Security](#)
- [Transportation](#)
- [Liability Insurance](#)
- [Administration of Medication](#)
- [Medical Procedures](#)
- [Care of Mildly III Children](#)
- [Incident Reporting](#)
- [Additional Health Requirements](#)
- [Hand Washing](#)
- [Diapering](#)
- [Smoking Policies](#)
- [Hazardous Materials](#)
- [Firearms](#)
- [Animals in Facility](#)

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LICENSING REGULATIONS



CHILD CARE CENTER REGULATIONS SUMMARY	
↑	
Name of regulations: Chapter 9 - Child Care Rules	
Date of regulations: 05/01/2004	
State has separate regulations for the following types of care:	
School-age care programs	
Infant and toddler care programs	
Programs for mildly ill children	
Evening/overnight care programs	
Drop-in child care programs	
<i>Other programs:</i> N/A	

DEFINITION OF LICENSED CHILD CARE/DAY CARE CENTERS



DEFINITION OF LICENSED CENTERS	
↑	
State has definition of "child care center" or "day care center"	Yes
<i>Text of definition:</i> "Child care" is defined as a program or arrangement where 3 or more children less than 13 years old, who do not reside where the care is provided, receive care on a regular basis of at least once per week for more than 4 hours but less than 24 hours per day from persons other than their guardians or full-time custodians, or from persons not related to them by birth, marriage, or adoption. A child care center is an arrangement where, at any one time, there are 3 or more preschool-age children or 9 or more school-age children receiving child care.	
State has definition of "child care facility" or "day care facility"	Yes
<i>Text of definition:</i> "Child care facility" includes child care centers, family child care homes, and any other child care arrangement not excluded, that provides child care, regardless of the time of day, wherever operated, and whether or not operated for profit.	

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Elements included in state's definition of a licensed child care center:	
Minimum number of children	✓
Minimum age of children	
Maximum age of children	✓
Services are provided for less than 24 hours or any part of a 24-hour day	✓
Minimum number of hours services are provided	✓
Maximum number of hours services are provided	
Services are provided on an ongoing/regular basis	✓
Services are provided on a scheduled basis	
Services are provided before or after school hours	
Services are provided at the parent's work site	
Parent is not present at work site	
Provider and children are not related by blood, marriage, and/or adoption	✓
Children are not from provider's immediate family; provider is not parent/guardian or custodian of children	✓
Children are not from one family (siblings)	
Services are provided in a non-residential setting	
Services are not provided in provider's/licensee's home	
Services are not provided in child's home	✓
Services can be provided in a private facility	
Services can be provided in a public facility	
Services can be provided for profit	✓
Services can be provided not for profit	✓
Services can be provided for payment or compensation	
Data notes: N/A	

EXEMPTIONS FROM LICENSING	
State has defined types of programs that are exempt from licensing	Yes ↑
Characteristics of programs that are exempt from licensing:	
Maximum number of children in care to be exempt	Less than 3 preschool age children; less than 9 school-age children
Number of hours child care services are provided to be exempt	4 or fewer hours
Services are part-day	✓
Services are provided irregularly/occasionally	
Program is a nursery school or preschool program	
Program is a kindergarten program	
Program is a Head Start program	

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Services are provided by a relative of the children in care	
<i>State definition of "relative": N/A</i>	
Services are provided by parent, guardian, or custodian of the children in care	
Services are provided at no cost to the parents	
Services are provided with no compensation to the provider	
Program is a club (Boys and Girls Club, etc.)	✓
Program is a day camp (summer, seasonal, etc.)	
Services are for school-age children	
Program is a recreation program	✓
Program is instructional classes for children	✓
Services are provided by a religious organization	
Services are provided during religious services	
Program offers religious instruction	
Services are provided in a facility where the parent is on the premises and accessible (not for employment)	✓
• Casino	
• Resort	✓
• Conference Center	
• Shopping mall	✓
• Bowling alley	✓
• Health club	✓
<i>Other programs where parents are on the premises: Drop-in or short-term care provided while parents participate in activities that are not employment related and where the parents are on the premises or otherwise easily accessible, such as drop-in or short-term care provided in health spas, bowling alleys, shopping malls, resort hotels, or churches.</i>	
Services are "drop-in" care	✓
Services are provided by a preschool program approved by the state department of education	
Program is a preschool program operated by a public school or system	✓
Program is a preschool program operated by a private school or system	✓
Services provided by a public prekindergarten program	
Services provided on a military installation/base	
Facility is operated by a unit of local, state, or federal government	
Facility is operated by a college/university	

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Other exemptions:

- Arrangements operated in the home of any child receiving care if all the children in care are related to each other and no more than two additional children are in care.
- Drop-in or short-term care provided by an employer for its part-time employees where
 - (1) the child is provided care not to exceed two and one-half hours during that day;
 - (2) the parents are on the premises; and
 - (3) there are no more than 25 children in any one group in any one room.
- Bible schools conducted during vacation periods.
- Cooperative arrangements among parents to provide care for their own children as a convenience rather than for employment.
- Any child care program or arrangement consisting of two or more separate components, each of which operates for four hours or less per day with different children attending each component.

Data notes: N/A

CENTER STAFF REQUIREMENTS

STAFF ROLES ↑		
Role	Role Included in Regulations	State's Role Name
Director	Yes	Administrator
Master teacher	Yes	Lead teacher
Teacher	Yes	teacher
Assistant teacher	No	N/A
Aide	Yes	Aide

AGE AND HIGH SCHOOL DIPLOMA REQUIREMENTS ↑			
Role	Minimum Age Requirement	Other Age Requirements	High School Diploma or GED Required
Director	21	N/A	HS diploma or GED required
Master teacher	18	N/A	HS diploma or GED required
Teacher	18	N/A	HS diploma or GED required
Assistant teacher	N/A	N/A	N/A
Aide	16	N/A	Not required

Additional requirements: All staff counted toward meeting the required staff-child ratio shall be at least 16 years of age, provided that persons younger than 18 years of age work under the direct supervision of a credentialed staff person who is at least 21 years of age.

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OTHER ROLES IN REGULATIONS ↑			
Role	Included in Regulations	Minimum Age Requirement	Other Requirements
Substitute	✓	N/A	Not specified
Volunteer	✓	N/A	Not specified
<i>Other roles:</i> Driver	✓	16	Drivers must be 18

HIRING POLICIES ↑		
State requirements on reference checks	Staff	Director
References are required when hiring center staff		
References must be from certain people		
<ul style="list-style-type: none"> • Non-relative • Professional acquaintance • Previous employer 		
Type of references required (written, verbal, or both)	N/A	N/A
<i>Additional requirements:</i> N/A		

STAFF HEALTH REQUIREMENTS ↑	
Center facility records must include health reports on staff	✓
Center staff required to have a physical exam or to provide health statement from a physician	Yes
<ul style="list-style-type: none"> • Required at hiring • Required annually or at another time interval • Required for staff having contact with children • Required for staff having contact with food 	<ul style="list-style-type: none"> ✓ ✓
Center staff required to have tuberculosis screening	Yes
<ul style="list-style-type: none"> • Required at hiring • Required annually or at another time interval • Required for staff having contact with children • Required for staff having contact with food 	<ul style="list-style-type: none"> ✓
Center staff required to provide proof of immunizations	No
<ul style="list-style-type: none"> • Required at hiring • Required annually or at another time interval • Required for staff having contact with children • Required for staff having contact with food 	
Center staff must meet additional requirements regarding their health	Yes
Center staff required to provide proof of suitability to provide care to children	✓

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Center staff required to have a drug, alcohol, and/or substance screening	
<i>Additional requirements:</i> The Division, or the director of the child care center, may request another evaluation of an employee's emotional and physical fitness to care for children when there is reason to believe that there has been deterioration in the person's emotional or physical fitness to care for children.	

BACKGROUND CHECKS ↑	
State requires check of criminal history records for center staff	Yes
• State criminal history record check required	✓
• Federal criminal history record check required	
• Required for all center staff	✓
• Required for center staff having contact with children	
• Required for center staff under certain conditions (i.e., lived in state a certain amount of time)	
• Required for volunteers	
• Required for staff not working with children (i.e., cook, janitor, bus driver, etc.)	
State requires check of child abuse and neglect registry for center staff	No
• Required for all center staff	
• Required for center staff having contact with children	
• Required for center staff under certain conditions (i.e., lived in state a certain amount of time)	
• Required for volunteers	
• Required for staff not working with children (i.e., cook, janitor, bus driver, etc.)	
State requires checks of fingerprint records for center staff	Yes
• State fingerprint record check required	✓
• Federal fingerprint record check required	
• Required for all center staff	
• Required for center staff having contact with children	
• Required for center staff under certain conditions (i.e., lived in state a certain amount of time)	
• Required for volunteers	
• Required for staff not working with children (i.e., cook, janitor, bus driver, etc.)	
State requires checks of the sex offender registry	No
State requires center staff to sign a statement about criminal status	✓

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Additional requirements: State requires a signed statement declaring under penalty of perjury if he or she has been convicted of a crime other than a minor traffic violation. If the child care provider has lived in North Carolina for less than 5 consecutive years immediately preceding the date the fingerprint card is completed, a second fingerprint card shall be submitted in order to complete a national check.

ORIENTATION TRAINING	
Center staff required to complete orientation training	Yes
Required orientation training is about the facility's policies and procedures	✓
Required orientation training is about state's licensing regulations	✓
License applicant required to complete orientation training during the application process	
Licensee required to complete orientation training	
Only center director required to complete orientation training	
Center staff working directly with children required to complete orientation training	✓
Orientation training can count toward ongoing hour requirements for the first year of employment	
Center must develop and/or provide orientation training to new employees and volunteers	✓
Orientation training is developed and delivered by the licensing agency	
<p><i>Required content for orientation training:</i> Each center shall assure that each new employee who is expected to have contact with children receives a minimum of 10 clock hours of on-site training and orientation within the first 6 weeks of employment. This training and orientation shall include:</p> <ul style="list-style-type: none"> (1) first-hand observation of the center's daily operations; (2) instruction in the employee's assigned duties; (3) instruction in the maintenance of a safe and healthy environment; (4) training in the recognition of the signs and symptoms of child abuse and neglect and in the employee's duty to report suspected abuse and neglect; (5) review of the center's purposes and goals; (6) review of the center's personnel policies; (7) review of the center's operational policies, including the center's safe sleep policy for infants; (8) review of the child care licensing law and regulations; (9) an explanation of the role of State and local government agencies in the regulation of child care, their impact on the operation of the center, and their availability as a resource; and (10) an explanation of the employee's obligation to cooperate with representatives of State and local government agencies during visits and investigations. 	
<i>Additional requirements:</i> N/A	

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HEALTH AND SAFETY TRAINING ↑	
Center staff required to complete first aid training	Yes
Current certification in first aid training required	
First aid training must be for the care of infants and/or children	
Center staff working directly with children required to complete first aid training	
At least one person on duty required to complete first aid training	
At least one person for each group of children required to complete first aid training	
Center staff required to complete CPR training	Yes
Current certification in CPR training required	✓
CPR training must be for the care of infants and/or children	✓
Center staff working directly with children required to complete CPR training	
At least one person on duty required to complete CPR training	✓
At least one person for each group of children required to complete CPR training	
Center staff required to complete fire safety training	No
Fire safety training must be taught by a fire prevention professional	
Current certification in fire safety training required	
All center staff required to complete fire safety training	
Other types of health and safety training required	
Hand washing techniques and indications for hand washing	
Sudden Infant Death Syndrome prevention	✓
Lifeguard training	
Water safety	
Prevention of spread of HIV/AIDS and blood borne pathogens	
Care of sick children	
Prevention of spread of communicable disease/universal precautions	
Administration of medication	
<p><i>Additional health and safety training:</i> At least one staff member shall be knowledgeable of and able to recognize common symptoms of illness. Staff shall complete at least four clock hours of training in safety. At a minimum, this training shall address playground safety hazards, playground supervision, maintenance and general upkeep of the outdoor area, and age and developmentally appropriate playground equipment. The number of staff needing to complete this training is based on the number of children in the center. Required orientation: training in the recognition of the signs and symptoms of child abuse and neglect and in the employee's duty to report suspected abuse and neglect.</p>	

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ONGOING TRAINING	
Ongoing training required for directors	Yes
Number of hours required annually	20
Number of hours required bi-annually	
Number of hours averaged over two years	
Number of credit hours	
<i>Other: N/A</i>	
Ongoing training required for master teachers	Yes
Number of hours required annually	20
Number of hours required bi-annually	
Number of hours averaged over two years	
Number of credit hours	
<i>Other: N/A</i>	
Ongoing training required for teachers	Yes
Number of hours required annually	20
Number of hours required bi-annually	
Number of hours averaged over two years	
Number of credit hours	
<i>Other: N/A</i>	
Ongoing training required for assistant teachers	No
Number of hours required annually	
Number of hours required bi-annually	
Number of hours averaged over two years	
Number of credit hours	
<i>Other: N/A</i>	
Ongoing training required for aides	No
Number of hours required annually	
Number of hours required bi-annually	
Number of hours averaged over two years	
Number of credit hours	
<i>Other: N/A</i>	
Ongoing training hours required in specific content areas for center directors	No
<i>Content of ongoing training hours: N/A</i>	
Ongoing training hours required in specific content areas for teaching staff	No
<i>Content of ongoing training hours: N/A</i>	

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Types of training accepted/approved for ongoing training hours are specified	No
Job orientation	
College credit hours	
Non-credit coursework	
Training provided by organizations approved by state training approval system	
Training provided by organizations licensed or certified professionally competent in the training topic	
<i>Other: N/A</i>	
Delivery methods accepted/approved for ongoing training hours are specified	Yes
Adult education courses	
Training provided by an approved or accredited secondary institution/vocational school	
Training provided by an approved or accredited institution of higher education	✓
Audio-visual materials/videos/reading materials	
Conference workshops	✓
Community-based workshops	✓
Distance learning methods (Internet, video conferences, etc.)	
In-service training delivered by center director	✓
<i>Other: Staff may meet the in-service training requirements by attending child-care workshops, conferences, seminars, or courses. No more than 5 clock hours of the 20 clock hours of training required annually shall be provided on site by center staff. This restriction shall not apply if the center staff providing the training have been approved according to the criteria outlined in this Rule.</i>	

CHILD-STAFF RATIOS AND GROUP SIZE

[↑](#)

CHILD-STAFF RATIOS AND GROUP SIZE BY AGE OF CHILDREN		
Age of Children	Child-Staff Ratio	Group Size
6 weeks	5:1	10
9 months	5:1	10
18 months	6:1	12
27 months	10:1	20
3 years	15:1	25
4 years	20:1	25
5 years	25:1	25
6 years	25:1	25

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7 years	25:1	25
8–9 years	25:1	25
10 years and older	25:1	25
<p><i>Additional requirements:</i> Ratios and group sizes shown are for medium and large centers with 30 or more children. Small centers, which care for up to 29 children, are required to meet the following child:staff ratio and group size requirements: Ages Ratio and Maximum Group Size 0 to 12 months - 5:1 with a maximum group size of 10 12 to 24 months - 6:1 with a maximum group size of 12 2 to 3 years - 10:1 with a maximum group size of 20 3 to 5 years - 15:1 with a maximum group size of 25 5 years and older - 25:1 with a maximum group size of 25</p>		

MIXED-AGE GROUPS ↑	
State permits mixed-age groupings of children	Yes
<i>Child-staff ratio requirements for mixed-age groups:</i> In any multi-age group situation, the staff-child ratio for the youngest child in the group shall be maintained for the entire group.	
<i>Group size requirements for mixed-age groups:</i> N/A	
<i>Additional requirements:</i> Children younger than two years old may be cared for in groups with older children at the beginning and end of the operating day provided the staff-child ratio for the youngest child in the group is maintained.	

ADDITIONAL REQUIREMENTS ↑	
State has a definition for "group"	Yes
<i>Text of definition:</i> "Group" means the children assigned to a specific caregiver, or caregivers, to meet the staff-child ratios the Rule, using space which is identifiable for each group.	
State requires that each group of children has a designated space—either a separate room or delineated space in a large room	
State requirements on legally exceeding limits	
Centers allowed legally to exceed licensed capacity	
<i>Conditions:</i> N/A	
Centers allowed legally to exceed required child-staff ratios	
<i>Conditions:</i> N/A	
Centers allowed legally to exceed required group size	
<i>Conditions:</i> N/A	
State has requirements for the supervision of children based on the size of the center	Yes
State has requirements for child-staff ratios based on the size of the center	✓
State has requirements for group size based on the size of the center	✓
<i>Additional requirements:</i> N/A	

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SUPERVISION OF CHILDREN



GENERAL SUPERVISION REQUIREMENTS	
State has requirements for staff supervising children	Yes
Staff must be free of other duties	✓
Staff must be alert/awake	✓
Staff must be able to see children at all times	
Staff must be able to hear children at all times	
State has requirements related to supervision of children during emergencies	✓
State has requirements related to supervision and the use of substitutes for staff	
Centers are allowed to use video surveillance cameras or electronic monitors in lieu of direct supervision	
State has requirements related to the use of video surveillance cameras for parents to view their children while at the center	
<i>Additional requirements:</i> Children shall be adequately supervised at all times. Adequate supervision shall mean that staff interact with the children while moving about the indoor or outdoor area, and are able to hear and see the children at all times, except when emergencies necessitate that direct supervision is impossible for brief periods of time.	

SUPERVISION OF CHILDREN DURING NAPTIME	
State has requirements for the supervision of children during naptime	Yes
Staff person must be present in room where children are napping	✓
Staff must be able to see children	✓
Staff must be able to hear children	
State has requirements for the supervision of children during naptime that are delineated by the age of the child	✓
• Infant and toddler	
• Preschool	✓
• School-age	
Staff person supervising during naptime must be free of other duties	
Center must have written supervision plan for naptime	

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State has specific child-staff ratio requirements for naptime	Yes
<i>Requirements:</i> For groups of children aged 2 years or older, the staff-child ratio during nap time is considered in compliance if at least one person is either in each room or is visually supervising all the children and if the total number of required staff are on the premises and within calling distance of the rooms occupied by children.	
State has specific group size requirements for naptime	No
<i>Requirements:</i> N/A	
<i>Additional requirements:</i> N/A	

SUPERVISION OF CHILDREN DURING EVENING/OVERNIGHT CARE (see also Specialized Care – Evening/Overnight Care)	
↑	
State has requirements for the supervision of children during evening/overnight care	No
Staff person must be present in room where children are sleeping	
Staff must be able to see sleeping children	
Staff must be able to hear sleeping children	
Staff person supervising sleeping children must be free of other duties	
Staff must be awake	
Center must have written supervision plan for evening/overnight care	
State has specific child-staff ratio requirements for evening/overnight care	No
<i>Requirements:</i> N/A	
State has specific group size requirements for evening/overnight care	No
<i>Requirements:</i> N/A	
<i>Additional requirements:</i> N/A	

SUPERVISION OF CHILDREN DURING OUTDOOR PLAY	
↑	
State has requirements for the supervision of children during outdoor play	Yes
Staff person must be present outdoors with children	
Staff must be able to see children playing outdoors	✓
Staff must be able to hear children playing outdoors	✓
Center must have written supervision plan for outdoor play	
State has specific child-staff ratio requirements for outdoor play	No
<i>Requirements:</i> N/A	
State has specific group size requirements for outdoor play	No
<i>Requirements:</i> N/A	

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Additional requirements: Children shall be adequately supervised at all times. Adequate supervision shall mean that staff interact with the children while moving about the indoor or outdoor area, and are able to hear and see the children at all times, except when emergencies necessitate that direct supervision is impossible for brief periods of time.

SUPERVISION OF CHILDREN DURING LARGE GROUP ACTIVITIES ↑	
State has requirements for the supervision of children during large group activities	No
Staff person must be present with children during large group activities	
Staff must be able to see children during large group activities	
Staff must be able to hear children during large group activities	
Center must have written supervision plan for large group activities	
State has specific child-staff ratio requirements for large group activities	No
<i>Requirements: N/A</i>	
State has specific group size requirements for large group activities	No
<i>Requirements: N/A</i>	
<i>Additional requirements: N/A</i>	

SUPERVISION OF CHILDREN SWIMMING/PARTICIPATING IN WATER ACTIVITIES ↑	
State has requirements for the supervision of children when swimming or participating in water activities	Yes
Staff person must be present with children when swimming or participating in water activities	✓
Staff must be able to see children	
Staff must be able to hear children	
Written permission from parents required for swimming and water activities	
Center must have written supervision plan for swimming and water activities	
State has specific child-staff ratio requirements for swimming and water activities	Yes
<i>Requirements:</i> The staff-child ratios shall be maintained whenever children participate in swimming activities, including swimming instruction. When children participate in swimming or other aquatic activities, a person who has a current life guard training certificate, issued by the Red Cross or other training determined by the Division to be equivalent to the Red Cross training, appropriate for both the type of body of water and type of aquatic activities shall be present to supervise the children in or near the water and shall not be counted in the staff-child ratio. One person with a life guard training certificate is required for each group of 25 or fewer children.	
State has specific group size requirements for swimming and water activities	No

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<i>Requirements:</i> N/A
<i>Additional requirements:</i> N/A

SUPERVISION OF CHILDREN TRANSPORTED IN VEHICLES (see also Facility Requirements – Transportation) ↑	
State has requirements for the supervision of children when transported in a vehicle	Yes
Children must not be left unattended in a vehicle	✓
Staff must supervise children when they board and exit a vehicle	✓
Attendance record of children must be kept	
Once vehicle is unloaded, additional checks for children remaining on board are conducted	
Staff or driver must ensure that children are received by a parent or other designated person	✓
Driver is counted in child-staff ratio	
Written permission from parents required for transporting children	
Emergency contact information for children taken on vehicle	✓
Center must have written supervision plan for transporting children in a vehicle	
State has specific child-staff ratio requirements for transporting children in a vehicle	Yes
<i>Requirements:</i> (a) When children aged 2 years and older are being transported, the staff-child ratios required for compliance with child care center regulations shall apply. (b) When three or more children under the age of two years are being transported, the staff/child ratio requirements for child care centers for children under age 2 shall be maintained. The driver shall not be counted in the staff-child ratio.	
State has specific group size requirements for transporting children in a vehicle	No
<i>Requirements:</i> N/A	
<i>Additional requirements:</i> N/A	

SUPERVISION OF CHILDREN DURING FIELD TRIPS ↑	
State has requirements for the supervision of children during field trips	Yes
Attendance record kept of children on field trip	
Additional staff/adults (volunteers, parents, driver) needed for field trips under certain conditions	
Written permission from parents required for field trips	✓
Emergency contact information for children taken on field trip	
Children are required to wear name tags or other identification	

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Center must have written supervision plan for field trips	
State has specific child-staff ratio requirements for field trips	No
<i>Requirements: N/A</i>	
State has specific group size requirements for field trips	No
<i>Requirements: N/A</i>	
<i>Additional requirements: N/A</i>	

CARE OF CHILDREN

AGE DEFINITIONS	↑
Definition of "infant"	↑
<i>Text of definition: "Infant" is defined as aged 12 months or younger.</i>	
Definition of "toddler"	
<i>Text of definition: N/A</i>	
Definition of "preschool-age"	
<i>Text of definition: "Preschooler" or "preschool-aged child" are defined as any child who does not fit the definition of school-aged child.</i>	
Definition of "school-age"	
<i>Text of definition: "School-aged child" is defined as any child who is at least 5 years old on or before October 16 of the current school year and who is attending, or has attended, a public or private grade school or kindergarten; or any child who is not at least 5 years old on or before October 16 of that school year, but has been attending school during that school year in another state in accordance with the laws or rules of that state before moving to and becoming a resident of North Carolina; or any child who is at least 5 years old on or before April 16 of the current school year, is determined by the principal of the school to be gifted and mature enough to justify admission to the school, and is enrolled no later than the end of the first month of the school year.</i>	

CHILDREN'S HEALTH REQUIREMENTS		↑
State requires children to have a physical exam to enroll in a center		No
<i>Center must keep records of children's physical exams</i>		
<i>Health records must be provided to the center within a specific time frame after a child's enrollment</i>		
State requires children to have immunizations to enroll in a center		Yes
<i>Immunization records must be provided to the center within a specific time frame after a child's enrollment</i>		
<i>Parents/guardians can provide a written statement that they do not wish to have children immunized</i>		

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Health care professional can provide a written statement that children are exempt from immunization requirements for medical reasons	
Center can exclude children from attendance until immunization records or exemption statements are provided	
Center can accept children on a conditional basis if not all immunizations are complete	
Center can refuse to enroll children of parents who do not wish to have their children immunized	
<i>Additional requirements: N/A</i>	
Children are required to have a blood lead level screening to enroll in a center	
Center must keep emergency contact information in children's records	✓
<i>Additional requirements: N/A</i>	

NUTRITION	
↑	
State has requirements about nutrition and meals/snacks for children	Yes
State has requirements about the nutritional content of meals/snacks served to children	✓
State has requirements about the number or time interval between the delivery of meals/snacks served to children	✓
Center must post a menu of meals/snacks served to children	✓
Center must provide all meals/snacks for children	
Parents/guardians can provide food for their own children on a regular basis	✓
Parents/guardians can bring food for all children for special occasions	
Center must provide supplemental food (to what parents provide) to meet nutritional content requirements	✓
State has requirements about feeding infants	✓
<i>Additional requirements: N/A</i>	

BEHAVIOR GUIDANCE AND DISCIPLINE	
↑	
State has requirements regarding behavior guidance and/or disciplining children	Yes
Specific forms of discipline/behavior guidance that centers ARE ALLOWED to use are in regulations	Yes
<ul style="list-style-type: none"> • Supervised separation from the group • Physical/corporal punishment 	
<i>(Note: ✓ = state allows or it is not prohibited/addressed in regulations)</i>	
<i>Other forms of discipline allowed: Discipline shall be age and developmentally appropriate. The caregiver shall make provision for constructive guidance and the setting of limits that the child can understand which foster the infant's or toddler's ability to be self-disciplined, as appropriate to the child's age and development.</i>	

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Specific forms of discipline/behavior guidance that centers ARE NOT ALLOWED to use are in regulations	Yes
• Denial of food/food-related punishment	✓
• Derogatory remarks	
• Abusive language	
• Yelling or shouting/screaming	
• Physical punishment	✓
• Forced napping/no nap/rest-related	✓
• Physical/mechanical restraint	
• Locked time-out room, closet, or dark room	✓
• Punishment for toileting accident/toileting-related punishment	✓
• Putting something in child's mouth	
• Discipline/punishment by another child	✓
<i>Other forms of discipline not allowed:</i> No child shall be disciplined by assigning chores that require contact with or use of hazardous materials, such as cleaning bathrooms or floors, or emptying diaper pails.	
Center must have written policies on discipline and behavior guidance practices	✓

PROGRAM AND ACTIVITIES ↑	
Center must have a written daily schedule of activities	Yes
Center must post daily schedule	✓
Center must provide specific activities for children	Yes
Regular meal/snack times	
Nap or rest period	✓
Toileting and washing/hand washing	
Outdoor play	✓
Indoor play	✓
Child-initiated activities	✓
Staff-initiated activities	✓
Individual activities	✓
Group activities	✓
• Large group activities	✓
• Small group activities	✓
Active play	✓
Quiet play	✓
Free play	✓
Creative expression	
Gross motor activities	
Fine motor activities	

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<i>Other activities: N/A</i>		
Developmental needs of children must be addressed in activities		Yes
Area of Children's Development	Must Be Addressed in Activities	Regulations List Specific Activities
Social development	✓	
Emotional development	✓	
Cognitive/intellectual development	✓	
Physical development	✓	
Language/literacy development		
Cultural development		
<i>Other areas of development: N/A</i>		
State has requirements for the specific types of equipment/materials a center must have for children		Yes
Books and other literacy materials		
• Number of books required		
<i>Additional requirements about books: N/A</i>		
Art supplies/creative activities		
Blocks/construction materials		
Sensory materials		✓
Fine motor manipulatives		
Gross motor equipment (indoor and/or outdoor)		✓
Dramatic play/pretend		
Science/experimental/math (counting/sorting)		✓
Technology/computers		
Music		✓
<i>Other types of equipment required: N/A</i>		
<i>Additional requirements: N/A</i>		

PARENT INVOLVEMENT		↑
State has requirements regarding parent involvement		No
Center must encourage parent involvement		
Center must provide opportunities for parent involvement		
<i>Additional requirements: N/A</i>		

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State has requirements about parents' access to the center	Yes
Center must provide access to parents at all times; no prior notice needed	✓
Parents can have unsupervised access to all children or the whole facility	
Parents can have unsupervised access only to their own children	
Parents can have supervised access to all children	
State has requirements about the center's communication with parents	Yes
Center must provide written copies of policies and procedures to parents	✓
Center must keep logs of children's care and communicate with parents	
Center must hold regularly scheduled meetings with parents	
Center must have a resource area for parents	
<i>Additional requirements:</i> State only specifies that safe sleep policies are given to parents. State has additional requirements for parent participation for programs that voluntarily meet higher standards for rated license.	

SPECIALIZED CARE – INFANT AND TODDLER	
↑	
State has requirements that specifically address the care of infants and/or toddlers	Yes
State has requirements on the supervision of infants and/or toddlers	✓
• Each infant must have a primary caregiver	✓
State has requirements for staff working with infants and/or toddlers	✓
<i>Staff requirements:</i> In centers that are licensed to care for infants ages 12 months and younger: (1) The center director and any child care provider scheduled to work in the infant room, including volunteers counted in staff/child ratios, shall complete ITS-SIDS training. (2) ITS-SIDS training shall be completed within 4 months of the individual assuming responsibilities in the infant room or as an administrator, or within 4 months of these rules becoming effective, whichever is later, and shall be completed again every 3 years from the completion of previous ITS-SIDS training. (3) Completion of ITS-SIDS training may be included once every 3 years in the number of hours needed to meet annual in-service training requirements of this Subchapter.	
State has requirements on program/activities specifically for infants and/or toddlers	✓
State has requirements on equipment/materials specifically for infants and/or toddlers	
State has requirements for the facility related to the care of infants and/or toddlers	
State has requirements on reducing the risk of Sudden Infant Death Syndrome (SIDS)	
Infants must be placed on their backs to sleep	✓
Physicians can authorize a different sleep position for infants	✓

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Parents can authorize a different sleep position for infants	✓
Soft bedding/materials must not be used in cribs	
<i>Additional requirements on SIDS prevention:</i> Center must have a written safe sleep policy. Center must have a written safe sleep policy that specifies whether pillows, blankets, toys, or other objects may be placed with a sleeping infant aged 12 months or younger, and if so, specifies the number and types of allowable objects. Policy specifies that nothing shall be placed over the head or face of an infant aged 12 months or younger when the infant is laid down to sleep	

SPECIALIZED CARE – SCHOOL-AGE ↑	
State has requirements that specifically address the care of school-age children	Yes
State has requirements on the supervision of school-age children	✓
State has requirements for staff working with school-age children	✓
<p><i>Staff requirements:</i></p> <p>The individual who is responsible for ensuring the administration of the program, whether on-site or off-site, shall:</p> <p>(1) Prior to employment, be at least 21 years old and have at least 400 hours of verifiable experience working with school-aged children in a licensed child care program or 600 hours of verifiable experience working with school-aged children in an unlicensed school-age care or camp setting; or have an undergraduate, graduate, or associate degree, with at least 12 semester hours in school-age care related coursework; and</p> <p>(2) Meet the requirements for a child care administrator.</p> <p>Program coordinator:</p> <p>(1) Be at least 18 years old and have a high school diploma or its equivalent prior to employment; and</p> <p>(2) Have completed two semester credit hours in child and youth development and two semester credit hours in school-age programming. Each individual who does not meet this requirement shall enroll in coursework within 6 months after becoming employed and shall complete this coursework within 18 months of enrollment. An individual who meets the staff requirements for administrator or lead teacher shall be considered as meeting the requirements for program coordinator, provided the individual completes Basic School-Age Care (BSAC) training.</p> <p>(3) In a part day program be on site when children are in care. For a full day program be on site for two-thirds of the hours of operation. This may include times when the individual may be off site due to illness or vacation.</p> <p>Group leader:</p> <p>At least 18 years of age and have a high school diploma or its equivalent prior to employment, and shall complete the BSAC Training.</p> <p>Assistant group leaders:</p> <p>At least 16 years of age and complete the BSAC training.</p>	

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State has requirements on program/activities specifically for school-age children	✓
State has requirements on equipment/materials specifically for school-age children	✓
State has requirements for the facility related to the care of school-age children	✓

SPECIALIZED CARE – MILDLY ILL CHILDREN (see also Care of Mildly Ill Children)	
↑	
State has requirements that specifically address the care of children who are mildly ill	Yes
State has requirements on the supervision of mildly ill children	
State has requirements on program/activities specifically for mildly ill children	
State has requirements on equipment/materials specifically for mildly ill children	
State has requirements for the facility related to the care of mildly ill children	

SPECIALIZED CARE – EVENING/OVERNIGHT CARE (see also Supervision of Children During Evening/Overnight Care)	
↑	
State has requirements that specifically address the care of children during evening/overnight hours	Yes
State has requirements on program/activities specifically for the care of children during evening/overnight hours	✓
State has requirements on equipment/materials specifically for the care of children during evening/overnight hours	✓
State has requirements for the facility related to the care of children during evening/overnight hours	

SPECIALIZED CARE – DROP-IN CARE	
↑	
State has requirements that specifically address the care of children in drop-in programs	Yes
State has requirements on the supervision of children in drop-in programs	
State has requirements on program/activities specifically for children in drop-in programs	
State has requirements for the facility related to the care of children in drop-in programs	
<i>Additional requirements on drop-in care: Requirements for drop-in programs are in regulations under the section on Temporary Care, including health records and equipment.</i>	

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FACILITY REQUIREMENTS



ENVIRONMENT ↑	
State has requirements about environmental tests of the facility	No
Requires lead tests	
Requires asbestos tests	
Requires radon tests	
State has requirements about environmental inspections	Yes
Requires fire inspections	Prior to licensure and annually
Requires health inspections	Prior to licensure and annually
Requires building code inspections	Prior to licensure
<i>Additional requirements: N/A</i>	

SQUARE FOOTAGE ↑	
Number of square feet of indoor space per child	25 square feet
Total amount of square feet for area	N/A
<i>Additional requirements: N/A</i>	
Number of square feet of outdoor space per child	75 square feet
Total amount of square feet for area	N/A
<i>Additional requirements: When a center is licensed for 30 or more children, there shall be 75 square feet per child of outdoor play area for at least one-half of the total number for which the center is licensed, provided that the minimum amount of space on the outdoor play area shall be enough to accommodate at least 30 children.</i>	
Number of square feet per child, based on age of child	
Per infant	N/A
Per toddler	N/A
Per preschool-age child	N/A
Per school-age child	N/A
<i>Additional requirements: N/A</i>	

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2005 Child Care Licensing Study North Carolina

CONDITION OF FACILITY AND EQUIPMENT ↑	
State has requirements on the condition of the indoor area of the building/facility	✓
State has requirements on the condition of the outdoor area of the building/facility	✓
State has requirements on the condition of indoor equipment	✓
State has requirements for child care centers on the condition of outdoor equipment	✓
State has requirements for child care centers on the condition of materials and toys for children	

SAFETY OF FACILITY AND EQUIPMENT ↑	
State has requirements on the safety of indoor equipment	
State has requirements on the safety of outdoor equipment	✓
State has requirements on the surfaces under indoor equipment	
State has requirements on the surfaces under outdoor equipment	✓
<p><i>Details on state requirements on surfaces under equipment:</i> All stationary outdoor equipment shall be installed over a resilient surface. Footings which anchor equipment shall not be exposed. Loose surfacing material shall not be installed over concrete. Acceptable materials to be used for surfacing include the following: wood mulch, double shredded bark mulch, uniform wood chips, fine sand, coarse sand, and pea gravel. The depth of the surfacing that is required shall be based on the critical height of the equipment. The critical height is defined as the maximum height a child may climb, sit or stand.</p> <p>(1) Equipment with a critical height of five feet or less shall have 6 inches of any of the surfacing materials listed.</p> <p>(2) Equipment with a critical height of more than 5 feet but less than 7 feet shall have 6 inches of any of the surfacing materials listed, except for sand.</p> <p>(3) Equipment with a critical height of 7 feet to 10 feet shall have 9 inches of any of the surfacing materials listed, except for sand.</p> <p>(4) When sand is used as a surfacing material for equipment with a critical height of more than 5 feet, 12 inches is required.</p>	
State has requirements on sleeping equipment	
State requires equipment to be free of components that can pinch, shear, or crush body tissues	✓

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2005 Child Care Licensing Study North Carolina

OUTDOOR SPACE	
State requires outdoor space is enclosed/has a fence	Yes
<i>Required height for fence: 4 feet</i>	
State has requirements on swimming pools	✓
State has requirements to protect children from bodies of water (ponds, lakes, rivers, etc.)	✓
State has requirements about alternatives to outdoor space	

FIRE SAFETY	
State has requirements on fire safety in child care centers	Yes
Centers are required to have an evacuation plan for fires	
Centers must conduct fire drills	✓
<i>Time interval for fire drills: monthly</i>	
<i>Additional requirements: N/A</i>	

GENERAL EMERGENCY PLANS	
Center must have a general emergency plan for all emergencies	No
Center must have a general evacuation plan for all emergencies	
State requires centers to conduct drills for all emergencies	
<i>Time interval between drills: N/A</i>	

EMERGENCY PREPAREDNESS	
State has requirements on emergency preparedness	No
Centers must have emergency plans/procedures for natural disasters (tornados, hurricanes, earthquakes, other weather conditions)	
Centers must have emergency plans/procedures for utility-related problems (blackouts, etc.)	
Centers must have emergency plans/procedures for acts of terrorism	
Centers must perform drills of their emergency preparedness procedures (other than fire)	
<i>Additional requirements: N/A</i>	

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2005 Child Care Licensing Study North Carolina

SECURITY ↑	
Centers must have a procedure for accepting children when they enter the center and the release of children when they leave	
Centers must have a procedure for signing children in and out when they enter and exit the facility	
Centers must keep daily attendance records of children	✓
Centers must have policies on the monitoring of visitors	
Centers must have security/surveillance cameras	
<i>Additional requirements: N/A</i>	

TRANSPORTATION (see also Supervision of Children Transported in Vehicles) ↑	
State has requirements on transporting children in vehicles	Yes
State has requirements about the condition of the vehicle	✓
State has requirements about emergency equipment needed in the vehicle	✓
States has requirements about seating in the vehicle	✓
State has requirements about vehicle safety restraints for children	✓
• State has requirements about seat belts for children	✓
• State has requirements about car seats/child restraint systems	✓
State has requirements about the driver of the vehicle	✓
First aid kit must be kept in the vehicle	✓
<i>Additional requirements: N/A</i>	

LIABILITY INSURANCE ↑	
State requires centers to have liability insurance	Yes
General liability insurance required	No
<i>Amount of insurance required: N/A</i>	
Professional liability insurance required	No
<i>Amount of insurance required: N/A</i>	
Automobile insurance required	Yes
<i>Amount of insurance required: Vehicles shall be insured for liability as required by State laws governing transportation of passengers.</i>	
Medical payment insurance required	No
<i>Amount of insurance required: N/A</i>	
<i>Other types of insurance required: N/A</i>	
<i>Additional requirements: N/A</i>	

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2005 Child Care Licensing Study North Carolina

ADMINISTRATION OF MEDICATION ↑	
State has requirements on the administration of medication to children	Yes
Centers must obtain permission from parent/guardian to administer medication to a child	✓
Center must obtain written instructions from the parent/guardian or physician on how to administer the medication <i>(Note: "Yes" response can include the instructions on a prescription or medicine container)</i>	✓
Center must maintain records of medications administered to children	✓
<i>Additional requirements: N/A</i>	

MEDICAL PROCEDURES ↑	
State has requirements on performing medical procedures on children	No
Centers must obtain permission from parent/guardian to perform a medical procedure on a child	
Centers must obtain written instructions from the parent/guardian or physician on how to perform the medical procedure	
Center must maintain records of medical procedures performed on children	
<i>Additional requirements: N/A</i>	

CARE OF MILDLY ILL CHILDREN (see also Specialized Care – Mildly Ill Children) ↑	
State has requirements on the care of mildly ill children	Yes
Centers can admit a child who is mildly ill	✓
Centers can exclude a child who is mildly ill	✓
<i>Additional requirements: Centers may provide care for a mildly ill child who has a Fahrenheit temperature of less than 100 degrees axillary, 101 degrees orally, or 102 degrees rectally and who remains capable of participating in routine group activities; provided the child does not exhibit certain symptoms.</i>	

INCIDENT REPORTING ↑	
Centers must report to the licensing agency all serious injuries that occur to children in the program	✓
Centers must keep a record of all serious injuries that occur to children in the program	✓
Centers must report to the licensing agency all deaths that occur to children in the program	

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2005 Child Care Licensing Study North Carolina

Additional requirements: An incident report shall be completed each time a child receives medical treatment by a physician, nurse, physician's assistant, nurse practitioner, community clinic, or local health department, as a result of an incident occurring while the child is at the child care center. This report shall be signed by the person completing it and by the parent, and maintained in the child's file. A copy of the incident report shall be mailed to a representative of the Division within seven calendar days after treatment.

ADDITIONAL HEALTH REQUIREMENTS	
	↑
Centers must have a health consultant	✓
Centers must have a first aid kit	✓
<ul style="list-style-type: none"> • Requirements specify items that must be in the first aid kit 	
<i>Additional requirements:</i> N/A	

HAND WASHING	
	↑
State has requirements on hand washing for staff	No
State has requirements for centers that specify when staff must wash their hands	
<ul style="list-style-type: none"> • Center staff must wash their hands after toileting • Center staff must wash their hands after diapering a child • Center staff must wash their hands after toileting a child • Center staff must wash their hands before and/or after preparing, serving, or eating food • Center staff must wash their hands after attending to an ill child • Center staff must wash their hands after handling, feeding, or cleaning up after animals 	
<i>Other times staff must wash their hands:</i> N/A	
State has requirements on the location and/or amount of hand washing facilities for staff	
State has requirements on hand washing for children	No
State has requirements for centers that specify when children must wash their hands	
<ul style="list-style-type: none"> • Children must wash their hands after toileting • Children must wash their hands after diapering • Children must wash their hands before and/or after eating food • Children must wash their hands after handling animals 	
<i>Other times children must wash their hands:</i> N/A	
State has requirements on the location and/or amount of hand washing facilities for children	
<i>Additional requirements:</i> N/A	

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2005 Child Care Licensing Study North Carolina

DIAPERING	
State has requirements on diapering	Yes
State requirements specify when a staff person must change a child's diaper	✓
Staff person changing diaper must wear gloves	
State has requirements on discarding soiled diapers	✓
Diaper changing table and area must be sanitized after each use	
A sink must be available exclusively for the diapering area	
Diapering sink must not be used for food preparation	
<i>Requirements on proximity of sink to diapering area: N/A</i>	
<i>Additional requirements: N/A</i>	

SMOKING POLICIES	
State has requirements about smoking in centers	Yes
Smoking is not allowed in a child care center	
Smoking is not allowed on the grounds of a child care center	
Smoking is not allowed in the presence of children	✓
Smoking is not allowed in areas used for the care of children	✓
Smoking is not allowed in areas where food is prepared	
Smoking is not allowed in a vehicle while transporting children	
Smoking is allowed in a designated area	
<i>Additional requirements: Smoking shall not be permitted in space used by children when children are present. All smoking materials shall be kept in locked storage or out of the reach of children.</i>	

HAZARDOUS MATERIALS	
State has requirements about the accessibility of hazardous supplies/materials	Yes
Hazardous supplies/materials must be kept out of the reach of children	✓
<i>Additional requirements: N/A</i>	

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2005 Child Care Licensing Study North Carolina

FIREARMS	
State has requirements about the presence of firearms in the facility	Yes
Firearms are not allowed in child care centers	
Firearms are allowed in child care centers, but must be in a locked container or closet	✓
Firearms are allowed in child care centers, but ammunition must be separate from the firearm	
Center must notify parents of the presence of firearms in the facility	
<i>Additional requirements: N/A</i>	

ANIMALS IN FACILITY	
State has requirements about animals in the facility	No
Animals are allowed in child care centers	
Certain animals are prohibited in child care centers	
State has requirements about the care and health of animals in child care centers	
Centers must notify parents of the presence of animals	
<i>Additional requirements: N/A</i>	

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