



Georgia Department of Early Care and Learning

BRIGHT FROM THE START: Georgia Department of Early Care and Learning

Nutrition Services

POLICY	No.: CACFP/07-35	Effective Date: 6/1/2007
		Revised:
		Revision Effective:

SUBJECT: Licensing/Approval Requirements for Child Care Centers Participating in the CACFP.

LEGAL AUTHORITY: 7 CFR 226.6(d), PL 105-336, USDA FNS SERO Memoranda 226.6-33 dated July 20, 2001; 226.15-01 dated July 22, 1998; 226.19-07 dated December 22, 1999.

Cross Reference/See Also:

I. PURPOSE

The purpose of this policy is to discuss licensing/approval requirements for centers participating in the CACFP.

II. APPLIES TO

This policy applies to all new, participating, and renewing institutions in the CACFP.

III. DEFINITION(S)

"Center" in the context of this policy means a child care center, an emergency shelter, or an outside school hours care center.

"Child care facility " means a licensed or approved child care center, day care home, emergency shelter, or outside-school-hours care center under the auspices of a sponsoring organization.

"Exempt or exemption from licensure" means a rule or law that provides an exception from another rule or law, in this context to be licensed as a child care center in the state of Georgia.

"Institution" means a sponsoring organization, child care center, outside-school-hours care center, emergency shelter or adult day care center which enters into an agreement with the State agency to assume final administrative and financial responsibility for Program operations.

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"Licensing/ Approval" means a process under which criteria are established and compliance with those criteria are determined by a duly authorized government entity.

IV. POLICY

Federal regulations require that centers participating in the CACFP be licensed or approved by Federal, State, or local authorities and compliant with applicable procedures to renew licensing or approval. However, when a center (with the exception of centers that only operate as a homeless/emergency shelter, outside school hours center, and/or an at risk afterschool care center) has no license/approval from a Federal, State or local authority and is exempt from state licensure under the rules and regulations for child care learning centers in the state of Georgia, these centers and sponsoring organizations on the behalf of its facilities must demonstrate compliance with CACFP child care standards.

Institutions that operate only as a homeless/emergency shelter, outside school hours center, and/or an at risk afterschool care center are not required to be licensed or approved by Federal, State, or local authorities or meet CACFP child care standards, but they must be in compliance with all health and safety standards.

V. PROCEDURE(S)

a. Licensed by Bright from the Start

Centers that are licensed by Bright from the Start and are submitting an initial application to participate in the CACFP must submit a copy of the license and inspection. If the center has just recently opened or changed ownership and the new center has not been issued a license, the center must have an approval to operate from the child care licensing section in order to be approved for participation in the CACFP. One of the two following documents may be submitted to support the approval: 1) The inspection master, which has been provided by the child care licensing section indicating that the center has approval to operate; or 2) the monitoring visit form from the child care licensing division that indicates that the center has permission to operate.

b. Licensed or Approved by Department of Defense

Centers licensed by the Department of Defense must submit a copy of the license or Certificate to Operate and the most recent Installation Child Care Evaluation Team Assessment.

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c. Head Start Programs

Centers approved by the US Department of Health and Human Services to operate Head Start programs that are not voluntarily licensed by Bright from the Start must submit a copy of the most recent Prism Assessment. The cover letter or one page document that provides verification that the Prism Assessment was conducted and the date the assessment was conducted is sufficient.

d. Centers approved by any Federal, State, or local authority to operate other than those listed above must submit the current approval documentation from that authority.

Approval to operate means the governing authority has written standards of operation against which some measurement can be made and a mechanism exists to ensure compliance with those approval standards. Approval requirements that allow for submission of only basic information such as a name and address are not acceptable. Centers that fall into this category must submit a certificate to operate, approval letter, or some other documentation indicating approval has been granted. Upon request, the written standards used and information from the governing authority stating the frequency of evaluations conducted in order to ensure continued approval must be submitted to Bright from the Start.

e. Centers that are not approved by a Federal, State, or local authority or are exempt from state licensure other than homeless/emergency shelters, outside school hour centers and/or an at risk afterschool care centers must meet the CACFP child care standards and complete and submit the following documents:

- Alternate Licensure Self-Certification form (new institutions only)
- Copy of Exemption Letter from Child Care Licensing
- Copy of a current fire/building safety permit (Certificate of Occupancy) or satisfactory report of inspection conducted by the State or local fire authority within the past 12 months.
- Copy of a current health/sanitation permit or satisfactory report of inspection conducted by the local environmental health agency within the past 12 months.

f. Non-Traditional Child Care Centers

1. Outside School Hour Centers and/or At Risk Afterschool Care Centers, if not licensed must submit the following:

- Copy of Exemption Letter from Child Care Licensing
- Copy of a current fire/building safety permit (Certificate of Occupancy) or if inspected each year, a satisfactory report of fire/safety inspection conducted

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within the past 12 months.

2. Emergency/Homeless Shelters must submit a copy of a current fire/building safety permit (Certificate of Occupancy) or if inspected each year, a satisfactory report of fire/safety inspection conducted within the past 12 months.

VI. COMMENT(S)

For questions concerning this policy, please contact the Policy Administrator at (404) 651-7181.