

Glossary of Terms

40-Hour Director Training – A course required for directors of new child care learning centers prior to receiving permission-to-operate. This includes family day care home and group day care home providers changing status to a child care learning center but currently does not pertain to changes of ownership, location changes, or initial licensure of group day care homes. Any proposed substitution for this course must be submitted via the variance/waiver process.

Applicant Services Unit (ASU) – The unit within Bright from the Start responsible for working with initial child care learning center, group day care home, and family day care home applicants, including location changes for existing licensed facilities, change of ownership changes, and status changes if the provider is going from a family day care home to a group day care home or from a family day care home or group day care home to a child care learning center.

Applicant's Guide to Licensure – Packet of information available to potential applicants on the Bright for the Start website to guide them through the licensure process.

Child Care – Group care of children (under 18 years of age) for pay outside of the children's home for less than 24 hours a day.

Child Care Learning Center – Any place operated by a person, society, agency, corporation, institution or group wherein are received for pay for group care, for fewer than 24 hours per day without transfer of legal custody, 19 or more children under 18 years of age and which is required to be licensed.

Compliant/Noncompliant – A status assigned to each licensed child care learning center and group day care home based on the consultant's annual determination of the overall extent of compliance with the core rules throughout the fiscal year (July 1 – June 30).

Core Rules – Specific rules in each core rule category identified as having the greatest impact on risk to children in care. Either all or a portion of the rules in each category may be designated as core rules.

Core Rule Categories – Specific rule categories identified as having the greatest impact on risk to children in care that are evaluated during each inspection visit.

Exemption – Categories of child care programs that allow child care providers that meet certain criteria to operate without being subject to licensing rules and regulations.

Faith Based Exemption – A center that is licensed by Bright from the Start may request an exemption from licensure if the center's program is an integral part of an established religious congregation or religious school that conducts regularly scheduled classes, courses of study, or educational programs and is a member of, accredited by, or certified by a state, regional, or national accrediting agency for religious educational instruction or a state, regional, or national accrediting agency for educational instruction as recognized and approved by the department if

such accrediting entity uses standards that are substantially similar to those established by the department.

Family Day Care Home – A private residence operated by any person who receives therein for pay for supervision and care for fewer than 24 hours per day, without transfer of legal custody, three but not more than six children under 18 years of age who are not related to such persons and whose parents and guardians are not residents in the same private residence.

Focused Visit – An inspection visit during which the consultant evaluates the core rules. Each follow-up/monitoring visit will be a focused visit. All rules are evaluated during a licensing study.

Focused Visit System – Monitoring procedures for child care learning centers, group day care homes, and family day care homes that concentrate resources based on identified risk to children, identified through evaluation of the extent of compliance/noncompliance with the core rules during each inspection visit.

Group Day Care Home – Any place operated by a person, society, agency, corporation, institution, or group wherein are received for pay for group care, for fewer than 24 hours per day without transfer of legal custody, seven to 18 children under 18 years of age and which is required to be licensed.

Initial License – The first license, valid for one year, issued to a new facility after the consultant gives permission-to-operate.

Initial Licensing Study – A scheduled, rule-by-rule inspection conducted after the Application for License, Parts A and B, are approved. This is an announced visit.

Licensing Orientation Meeting (LOM) – A one-day, detailed information session describing the application process for prospective child care learning center and group day care home applicants. This meeting is a requirement for potential child care learning center applicants, including providers changing status from a family day care home or a group day care home to a child care learning center. This course is strongly recommended for potential group day care home applicants. The participants receive a certificate that is valid for two years.

Local Approvals – Refers to local city or county requirements for businesses, such as fire and building inspections, zoning approvals, certificates of occupancy, sewer, water, and septic approvals, etc. Fire approvals may be under the jurisdiction of the local or the state fire marshal. Applicants must call the State Fire Marshal's office to determine who has jurisdiction.

Registration – The process by which a child care provider applies to be a family day care home; the certificate that is issued to a family day care home provider.

Registration Orientation Meeting (ROM) – A one-day, detailed information session describing the application process for prospective family day care home applicants. This meeting is a requirement for potential family day care home applicants. The participants receive a certificate that is valid for two years.