

# 2005 Child Care Licensing Study Alabama

## Data Profile for State Licensing Programs and Policies

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## STATE LICENSING AGENCY



LICENSING AGENCY CONTACT INFORMATION		
<b>Agency name:</b> Alabama Department of Human Resources		
<b>Address:</b> Child Care Services Division		
Gordon Persons Building		
50 Ripley Street		
<b>City:</b> Montgomery	<b>State:</b> AL	<b>Zip:</b> 36130-1801
<b>Phone:</b> 334-242-1425	<b>Toll Free:</b> 866-528-1694	
<b>Fax:</b> 334-353-1491	<b>E-mail:</b>	
<b>Web site:</b> <a href="http://www.dhr.state.al.us/page.asp?pageid=648">http://www.dhr.state.al.us/page.asp?pageid=648</a>		

## NUMBER OF LICENSED FACILITIES



NUMBER OF LICENSED FACILITIES	
Child care centers	1,372
Family child care homes	1,272
Large/group family child care homes	450
<i>Other types of licensed facilities:</i>	0
<b>Total number of licensed facilities</b>	<b>3,094</b>
<b>Data notes:</b>	

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LICENSED CAPACITY	
Child care centers	76,029
Family child care homes	7,632
Large/group family child care homes	5,400
<i>Other types of licensed facilities:</i>	0
<b>Total licensed capacity</b>	<b>89,061</b>
<b>Data notes:</b>	

## LICENSING STAFF



LICENSING LINE STAFF ASSIGNMENT	
<b>Line staff assignments to inspect child care facilities:</b>	
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>	
<b>Data notes:</b>	

## NUMBER OF LICENSING STAFF



NUMBER OF LINE STAFF	
<b>Total number of full-time equivalent line staff</b>	<b>23</b>
<b>Data notes:</b> Data are not available on number of staff, supervisors, caseload, etc., for family and group day care homes. These settings are licensed by each county department and are not under supervision of the Alabama Department of Human Resources.	

LINE STAFF ESTIMATED CASELOAD	
<b>Estimated caseload ratio (number of facilities per staff)</b>	<b>60:1</b>
<b>Data notes:</b> The caseload was calculated by NARA/NCCIC by dividing the total number of licensed programs by the total number of licensing line staff. The ratio is based on the total number of child care centers, since Alabama did not report the number of line staff assigned to family child care homes.	

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NUMBER OF SUPERVISORS	
Total number of full-time equivalent licensing supervisors	4
<b>Data notes:</b> Data are not available on number of staff, supervisors, caseload, etc., for family and group day care homes. These settings are licensed by each county department and are not under the supervision of the Alabama Department of Human Resources.	

## TYPES OF INSPECTIONS



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

## FREQUENCY OF INSPECTIONS



FREQUENCY OF REQUIRED INSPECTION VISITS	
Type of Facility	Frequency of Inspection Visits
Child care centers	Once every two years
Family child care homes	Once every two years
Large/group family child care homes	Once every two years
<i>Other frequency of inspection:</i>	
<b>Data notes:</b>	

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## FREQUENCY OF LICENSING



LENGTH OF LICENSE	
Type of Facility	Length of License
Child care centers	Two years
Family child care homes	Two years
Large/group family child care homes	Two years
<i>Other length of license:</i>	
<b>Data notes:</b>	

## INSPECTIONS AND MONITORING



FULL COMPLIANCE REVIEW	
Type of Facility	Frequency of Full Compliance Review
Child care centers	Once every two years
Family child care homes	Once every two years
Large/group family child care homes	Once every two years
<b>Data notes:</b>	

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	Yes
<i>Use of form described:</i> Annual inspection, interim year between license renewals.	
Family child care homes	No
<i>Use of form described:</i>	
Large/group family child care homes	No
<i>Use of form described:</i>	
<b>Data notes:</b>	
State has policies on when to switch from abbreviated compliance review to a full compliance review	
Child care centers	No
Family child care homes	No
Large/group family child care homes	No
<b>Data notes:</b>	

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<b>DIFFERENTIAL MONITORING</b>	
<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>	
<b>System of differential monitoring based on compliance records used for inspections</b>	
Child care centers	No
<i>System of assessing compliance and differential monitoring:</i>	
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>	
<b>Data notes:</b>	

<b>TECHNICAL ASSISTANCE AND CONSULTATION</b>			
<b>Technical assistance/consultation provided to help licensees achieve compliance with licensing regulations</b>			
Child care centers	Yes		
Family child care homes	Yes		
Large/group family child care homes	Yes		
<b>Technical assistance/consultation provided to help licensees move beyond minimum licensing regulations</b>			
Child care centers	No		
Family child care homes	No		
Large/group family child care homes	No		
<b>Data notes:</b>			
Means of providing technical assistance/consultation	Child Care Centers	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>			
<b>Data notes:</b>			

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<b>Referrals made to other agencies/organizations/individuals for technical assistance</b>	
Child care centers	✓
Family child care homes	✓
Large/group family child care homes	✓
<i>Agencies, organizations, or individuals used for technical assistance referrals:</i> Referrals are made to the fire marshal, health department, early intervention services, training agencies, and others, as needed.	

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

## COMPLAINT INVESTIGATIONS



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

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<b>State uses other complaint investigation staff</b>	
Child care centers	No
Family child care homes	No
Large/group family child care homes	No
<i>Other complaint investigation staff described:</i>	
<b>Data notes:</b>	
<b>State investigates anonymous complaints</b>	
Child care centers	Yes
Family child care homes	Yes
Large/group family child care homes	Yes
<b>Data notes:</b>	

<b>NUMBER OF COMPLAINTS</b>				
Number of Licensing Complaints	Child Care Centers	Family Child Care Homes	Large/Group Family Child Care Homes	Total
Number of licensing complaints filed				
Number of substantiated licensing complaints				
<b>Data notes:</b> Data on complaints are not available. There is no automated system.				
<i>Nature of licensing complaints:</i> Data are not available. In general, complaints are received on child-staff ratios, inadequate supervision, food programs, and inappropriate discipline.				

<b>CHILD ABUSE AND NEGLECT</b>				
<b>Agencies that investigate child abuse and neglect complaints against child care centers and family child care homes</b>				
Licensing agency				
Protective services			✓	
Specialized unit for child abuse and neglect				
Other agency:				
<b>Data notes:</b>				
Number of child abuse and neglect complaints	Child Care Centers	Family Child Care Homes	Large/Group Family Child Care Homes	Total
Number of child abuse and neglect complaints filed				
Number of substantiated child abuse and neglect complaints				
<b>Data notes:</b> Data not available.				

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## ENFORCEMENT ACTIONS



USE OF ENFORCEMENT ACTIONS						
Enforcement Actions	Child Care Centers		Family Child Care Homes		Large/Group Family Child Care Homes	
	Used	Num.	Used	Num.	Used	Num.
Revocation of license	✓	0	✓	0	✓	0
Denial of license	✓	0	✓	0	✓	0
Immediate closure of facility	✓	0	✓	0	✓	0
Non-renewal of license	✓	0	✓	0	✓	0
Probation	✓	0	✓	0	✓	0
Conditional license						
Consent agreement						
Civil fine						
Criminal fine						
Imprisonment						
<i>Other enforcement actions:</i> Suspension of part of a program, such as transportation	✓	0	✓	0	✓	0
<b>Data notes:</b> Data are not available.						
<i>Legal representation for licensing agency:</i> We have access to Assistant Attorney General (AAG) through the Department of Law. If needed, the licensing program is represented at administrative hearings by the AAG.						

## ACCESS TO LICENSING INFORMATION



LICENSING INFORMATION ON THE INTERNET	
Licensing inspection reports are available on the Internet for parent and public access	No
<b>Data notes:</b>	
Complaints against facilities are included in licensing reports on the Internet	N/A
<b>Data notes:</b>	

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## LICENSING FEES



LICENSING FEES CHARGED			
Fees are charged for a license			
Child care centers	No		
Family child care homes	No		
Large/group family child care homes	No		
Data notes:			
Type of Licensing Fee	Child Care Centers	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>			
Data notes:			
Amount of Licensing Fee	Child Care Centers	Family Child Care Homes	Large/Group Family Child Care Homes
Flat fee			
Fee based on maximum number of children in facility			
<i>Other type of fee:</i>			
Data notes:			

## LICENSING STAFF REQUIREMENTS



LICENSING STAFF POSITION	
Name of licensing line staff position	Child Development 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	

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Experience working with children in the early care and education field	
No required educational qualifications	
<i>Other qualifications:</i>	
<b>Data notes:</b>	
<b>Content and experience requirements</b>	
Degrees and/or courses must be in early childhood education, child development, or a related field	Yes
<b>Data notes:</b> For licensing staff only, three years of experience in child care licensing may be accepted.	
<i>Content areas or majors accepted:</i> Child development, early childhood education, and other degrees may be accepted with three years experience in child care licensing.	
Experience working in a setting with children required prior to working as a licenser	No
<b>Data notes:</b> This is not required, but is preferred; it may increase rank on employment register.	

<b>STAFF TRAINING</b>	
<b>Annual training requirements</b>	
Additional training required each year	No
<b>Data notes:</b>	
<i>Amount of required training:</i>	
<b>Topics covered in training</b>	
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>	
<b>Data notes:</b>	
<b>Sources of training for child care licensing line staff</b>	
Licensing agency	✓
Community-based organization	
Local/state conferences	✓
National conferences	✓
Outside consultants	
College/university	
No sources of training	

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

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

## 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	
<b>Data notes:</b>	
Accreditation facilitation project	
Lead agency	
Initiative in same agency as licensing	
Licensing participates in planning	
Licensing not involved	✓
State does not have initiative	
<b>Data notes:</b> quality contracts	

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<b>Professional development system</b>	
Lead agency	
Initiative in same agency as licensing	
Licensing participates in planning	✓
Licensing not involved	
State does not have initiative	
<b>Data notes:</b>	
<b>Assessing quality with environment rating scale</b>	
Lead agency	
Initiative in same agency as licensing	
Licensing participates in planning	
Licensing not involved	
State does not have initiative	✓
<b>Data notes:</b> The state has considered various rating systems to assess quality, but is not using a quality rating system at this time.	
<b>Other quality initiative</b>	
Lead agency	
Initiative in same agency as licensing	
Licensing participates in planning	
Licensing not involved	
State does not have initiative	
<b>Data notes:</b>	

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