CHILD CARE CENTER PROVIDER REQUIREMENTS

In order to obtain a child care facility license, interested individuals must attend an orientation. Orientations are scheduled at the local regional offices on a regular basis, statewide, or individuals may participate in an online orientation at: https://secure.cps.ca.gov/cdss/default.aspx. There is an orientation fee and it is nonrefundable.

Licensed child care facilities are required to pay an annual licensing fee, as well as other fees such as for a change in location, change in capacity, and change in corporate status; and late fees, probation fees, and dishonored check fees.

STAFF QUALIFICATIONS

DIRECTOR QUALIFICATIONS

- **Directors**
  - 12 core semester units early childhood education/development
  - 3 semester units in Administration or Staff Relations
  - 4 years teaching experience in a supervised group Child Care Center

- **Infant Director**
  - 12 core semester units
    - 3 semester units related to infant care
  - 3 semester units in Administration
  - 4 years teaching experience with children under age 5 years

- **School-Age Director**
  - 12 core semester units early childhood education/development
  - 3 semester units in Administration or Staff Relations
  - 4 years teaching experience in a supervised group Child Care Center

**Alternatives**

- A degree in child development, 3 units Administration and 2 years teaching experience
- BA degree in child development, 3 units Administration and 1 year teaching experience
- Child Development Site Supervisor Permit or Program Director Permit
- School-Age Director – See Health and Safety Code Section 1597.21
# TEACHER QUALIFICATIONS

<table>
<thead>
<tr>
<th><strong>Fully Qualified Teacher</strong></th>
<th><strong>Fully Qualified Infant Teacher</strong></th>
<th><strong>School-Age Teacher</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>✓ 12 core semester units in early childhood education/development semester units</td>
<td>✓ 12 core semester units of which 3 semester units related to infant care</td>
<td>✓ 12 core semester units in early childhood education/development semester units</td>
</tr>
<tr>
<td>✓ 6 months experience in a licensed child care center or comparable group child care program.</td>
<td>✓ 6 months experience with children under age 5 years</td>
<td>✓ 6 months experience in a licensed child care center or comparable group child care program.</td>
</tr>
</tbody>
</table>

**Alternatives**

- Teacher - 6 completed semester units of early childhood education and enrolled in at least 2 semester units at a college until fully qualified
- Infant Teacher - 3 completed semester units of early childhood education and 3 completed semester units of infant care and Enrolled in at least 2 semester units at a college until fully qualified
- School-Age Teacher – See Health and Safety Code Section 1597.21

# AIDE QUALIFICATIONS

<table>
<thead>
<tr>
<th><strong>Aide</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>✓ 6 completed units of early childhood education</td>
</tr>
<tr>
<td>✓ 18 years old, high school graduate or enrolled in an ROP at an accredited high school</td>
</tr>
</tbody>
</table>

**Alternatives**

- 2 completed units of early childhood education each semester following initial employment and continuation in an educational program until fully qualified