



Early Learning Coalition of Southwest Florida, Inc.

<u>Subject:</u> Policy for Legal Verification of Eligibility of Child Care Providers		
<u>Policy #: 408.1</u> ELCSWF-SR0004-11	<u>Category:</u> Provider Eligibility	<u>Reference #:</u> OEL-SR-408
<u>Approval:</u> May 4, 2011	<u>Effective Date:</u> May 4, 2011	<u>REPLACES (policy # and date):</u> ELCSWF-SR-0004-05 approved 3/17/05, 9/27/2008

A. General

1. The Early Learning Coalition is responsible to ensure any child care provider, who receives federal or state funding, is established as a legal child care provider consistent with Florida law.
2. Prior to authorizing services, the Coalition or designee will verify the legal status of the Child Care Provider. Verification must be confirmed and documented by ensuring the Child Care Provider’s facility is identified on the Department of Children and Families website (DCF) and/or the Department of Education (DOE) website. If not observed on either of these two websites, DCF must be contacted to determine status.
3. When it is determined that the Provider is a legally operating child care provider, public or non-public school, the provider may be entered into the Coalition’s electronic data system (EFS) for the purposes of Child Care Resource and Referral services (CCR&R), and future reimbursement of SR /VPK funding, if applicable.
4. Information within the Coalition EFS data system shall reflect the same legal names of each Provider as reflected on the DCF and/or DOE website.
5. The Coalition or designee must update the status of the approved child care providers, at a minimum, annually and more frequently in cases where the facility is questionable, temporary or seasonal in nature, has provisional or probationary licensure approval, or if other administrative actions have been taken against the facility by the DCF child care licensing office.

B. Summer camps

1. “Summer camps” are defined in Chapter 409 and do not meet the definition of a child care program pursuant to 402.302 F.S. and are not able to serve as a school readiness provider.
2. School Readiness licensed and license exempt child care programs that advertise or claim to operate as “summer camps” during the summer months, are still subject to all the conditions of the SR Provider Contract as long as they receive, or remain eligible to receive, School Readiness funding.

Associated Documents: School Readiness Eligibility Policies and Procedure Manual, SR and VPK Provider Contracts

Citation History: 45CFR98; Chapter 411.01, F.S., Chapter 409 and Chapter 402, F.S.