What is a Family Child Care Home?

A Family Child Care Home (FCCH) is a child care arrangement located in a resident where, at any one time, more than two children, but less than nine children, receive child care. A family child care home is licensed by the Division of Child Development and Early Education (DCDEE).

How do I know if I need to be licensed?

To determine whether you are required to be licensed to operate a family child care home, answer these two questions:

1. Will I be caring for more than two children who are not related to me?
2. Will the children be present for more than four hours a day?

If the answer to both questions is yes, you need to be license

KEEP IN MIND

Until you have completed the process for licensure and are licensed, you may legally care for no more than two children who are unrelated to you. As of December 1, 2003, it is a Class I felony to willfully operate a family child care home without being licensed.

Process for Licensure:

The process outlined below will assist you in becoming a licensed Family Child Care Home (FCCH) operator. Please read all the information carefully and mail in the appropriate paperwork to the appropriate person. Once DCDEE processes your information, a lead child care consultant will contact you to meet you at your program.

- Complete the required one-day Family Child Care Home Pre-Licensing Workshop. More information, including dates and times, can be found on the DCDEE website: https://ncchildcare.ncdhhs.gov/Services/Licensing/Getting-a-License
- Contact your local zoning and planning office to find out if your residence meets child care zoning requirements for a family child care home.
- If you are renting or are a part of a Home Owners Association (HOA), you will need to have the owner's or HOA permission in writing before DCDEE can work with you to establish your child care facility.
- You must meet the new criminal background check requirements listed on the DCDEE website at www.ncchildcare.nc.gov/general/dhhscrc_childcare.asp
- You must provide proof of completion of an approved CPR and First Aid Course and Infant Toddler Safe Sleep Training (must be completed within the last twelve months)
- The family child care home application packet can be downloaded from the DCDEE website.
- Once you have successfully completed the Family Child Care Home Pre-Licensing Workshop and submitted a completed application and required supporting documentation, a pre-licensing consultation will be scheduled. During this time, the child care consultant will review all applicable child care requirements, including but not limited to additional CCDF Health and Safety Training requirements that must be completed within one year of employment. They will also observe all indoor and outdoor areas of your home and provide technical assistance to ensure you have all the information needed to prepare for licensure. If there are additional forms necessary for completing the application process, they will be provided during this visit.
- After the pre-licensing consultation visit, review applicable requirements to ensure they have been met, then contact the lead child care consultant to request an Initial Assessment. The contact list for the Lead Consultants is on the DCDEE website and can be accessed by clicking on the following link: lead consultant listing. If all requirements have been met, a temporary license will be issued to the operator which is valid for six months.

Must be at least 21 years old, have a high school diploma or its equivalent and meet pre-service requirements