

**DEPARTMENT OF HUMAN SERVICES  
CHILD AND FAMILY SERVICES DIVISION**

**CHILD CARE OFFICE AND CHILD DAY CARE SERVICES**

**PROGRAM MISSION:** To reduce risks and ensure the health, safety and welfare of children in child care facilities through licensure and training, and to assist parents in becoming more self-sufficient by providing financial support for childcare services to low-income families.

- ❖ **Licensure** of day care facilities helps to prevent risks to children and assure an acceptable level of quality care. The Child Care Office staff licenses early childhood programs; family day care homes; and private, parochial, and technical schools through implementation of three local ordinances. Compliance with standards, as outlined in each code, is determined by licensing studies, announced and unannounced monitoring visits, and the investigation of complaints. Local codes are more stringent than state licensing regulations, which address early childhood programs and only family day care homes with six to nine children. The County licensing program supplements, as well as complements, the state's efforts.
- ❖ **Training** is offered to caregivers to upgrade the quality of care for children. Training is designed in collaboration with the Northern Virginia Community College for family day care providers and childcare center staff on a variety of topics including infant-child CPR, first aid for caregivers (taught in English, Spanish, Bangali, and Hindu), creative activities, health and safety, and language development. Additionally, the Toy Lending and Resource Library provides educational toys, equipment, and resource materials. The Office also provides technical assistance and counseling, issues a quarterly newsletter with resource information, and coordinates with Public Health, the public library and other County agencies for additional training.
- ❖ **Financial support** for childcare is available to low-income families in the form of a subsidy. The Child Care Services staff purchases childcare on behalf of eligible residents after assessing the initial and continued eligibility of residents for day care services. A childcare subsidy is provided for TANF/VIEW recipients and other low-income working families earning up to 185% of the federal poverty level. Parents pay a portion of the day care cost, based on their income and family size. The average monthly day care cost for the County is \$525 per child. The Federal and State Child Care Block Grant Program provides the major funding for this program.

<b>Child Care Office and Child Care Services</b>				
	<b>FY 2004</b>	<b>FY 2005</b>	<b>FY 2006</b>	<b>% Change:</b>
	<u>Actual</u>	<u>Adopted</u>	<u>Proposed</u>	<u>'05 to '06</u>
<b>Personnel</b>	\$664,437	\$675,371	\$678,713	-
<b>Non-Personnel</b>	89,993	127,341	125,184	-2%
<b>Purchase of Service</b>	<u>2,772,476</u>	<u>3,166,595</u>	<u>3,184,852</u>	1%
<b>Total Expenditures</b>	3,526,906	3,969,307	3,988,749	-
<b>State Share</b>	500,487	495,212	495,212	-
<b>Purchase of Service</b>	<u>2,602,016</u>	<u>2,514,267</u>	<u>2,532,524</u>	1%
<b>Total Revenues</b>	<u>3,102,503</u>	<u>3,009,479</u>	<u>3,027,736</u>	1%
<b>Net Tax Support</b>	\$424,403	\$959,828	\$961,013	-
<b>Authorized FTEs</b>	10.8	10.8	10.8	
<b>Funded FTEs</b>	10.8	10.8	10.8	

**SIGNIFICANT BUDGET HIGHLIGHTS:**

- ↓ Non-personnel costs decrease due to revised projected telephone charges.

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**PERFORMANCE MEASURES:**

*Child Care Office*

	<b><u>FY 2002 Actual</u></b>	<b><u>FY 2003 Actual</u></b>	<b><u>FY 2004 Actual</u></b>	<b><u>FY 2005 Estimate</u></b>	<b><u>FY 2006 Estimate</u></b>	<b><u>FY 2006 Goal</u></b>
<i><u>Mission Outcome Measures</u></i>						
Number of violations found/corrected in child care facilities	25/24	23/23	24/24	25/25	25/25	25/25
Number of day care homes where quality of care improved through training	300	275	253	275	300	300
Number/percent of facilities with complaints resolved within compliance date	20/95%	24/96%	20/95%	15/100%	18/94%	20/100%
Percentage of child care providers receiving licenses within established timeframes	N/A	N/A	97%	98%	98%	100%
<i><u>Customer Measures</u></i>						
Percentage of child care providers satisfied with licensure process	N/A	N/A	95%	95%	95%	95%
Percent of child care providers and potential providers with complaints regarding licensure process	N/A	N/A	5%	5%	5%	0%
<i><u>Workload Measures</u></i>						
Total child care slots	4,589	4,574	4,500	4,589	4,589	4,589
Family day care homes licensed	293	282	245	290	300	300
Early childhood programs licensed	62	62	66	62	63	63
Visits to family day care homes announced/unannounced	293/293	280/293	245/253	290/290	300/300	300/300
Visits to early childhood programs announced/unannounced	62/62	62/62	66/66	65/59	63/63	63/65
Average frequency of visits per year	2	2	2	2	2	2
Number of facilities with complaints	21	25	21	15	19	20

- ❖ Five Child Care Specialists conduct licensing studies, complaint investigations, and monitoring visits. The minimum standard is two visits per facility annually; however, staff will continue to give priority to visiting programs where safety hazards or the potential for improved quality of service is identified. These facilities often require several additional visits.
- ❖ Problems not corrected within the year are generally unrelated to safety issues. Staff continues to work with the provider to correct the problem.

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- ❖ The 5% dissatisfaction rate is related to timeliness of the licensing process. Management will conduct a review of the process to reduce cycle time.

***Child Day Care Subsidy Program***

	<b>FY 2002 <u>Actual</u></b>	<b>FY 2003 <u>Actual</u></b>	<b>FY 2004 <u>Actual</u></b>	<b>FY 2005 <u>Estimate</u></b>	<b>FY 2006 <u>Estimate</u></b>	<b>FY 2006 <u>Goal</u></b>
<b><i>Mission Outcome Measures</i></b>						
Number/percentage of TANF/VIEW participants who found employment with the assistance of day care subsidy						
	89/98%	85/99%	87/99%	89/98%	89/98%	89/98%
<b><i>Customer Measures</i></b>						
Percentage of persons surveyed who are satisfied with timely response to day care requests						
	N/A	N/A	80%	85%	90%	90%
<b><i>Workload Measures</i></b>						
Number of children receiving day care subsidy:						
Non-VIEW day care	498	498	509	515	515	515
TANF/VIEW daycare	89	85	87	87	87	87
Head Start	<u>60</u>	<u>60</u>	<u>60</u>	<u>60</u>	<u>60</u>	<u>60</u>
Total	647	643	656	662	662	662

- ❖ The 20% dissatisfaction rate is related to timeliness of the eligibility process and the wait list for services. Management will conduct a review of the process to reduce cycle time.