



**STATE OF TENNESSEE
DEPARTMENT OF HUMAN SERVICES**

CITIZENS PLAZA BUILDING
400 DEADERICK STREET
NASHVILLE, TENNESSEE 37243-1403

TELEPHONE: 615-313-4700 FAX: 615-741-4165
TTY: 1-800-270-1349
www.state.tn.us/humanserv/

PHIL BREDESEN
GOVERNOR

VIRGINIA T. LODGE
COMMISSIONER

MEMORANDUM:

TO: All Licensed Child Care Providers
FROM: Virginia T. Lodge, Commissioner
DATE: November 3, 2010
SUBJECT: Proposed Combined Child Care Licensing Rules

Enclosed please find a copy of the Notice of Rulemaking, which includes the proposed combined Child Care Licensing Rules for Child Care Centers, Drop-In Child Care Centers, Family Child Care Homes, and Group Child Care Homes, along with a summary of the major proposed changes.

For some time, the Department of Human Services (DHS) has studied the idea of creating a combined set of the child care rules that would contain the licensing standards for all four classes of licensed care, within one document. In doing so, we hope to eliminate some of the problems inherent in the task of attempting to separately promulgate individual sets of rules for the various classes of care. Creating a combined set of rules was a major undertaking, but we believe that this effort will have many long term benefits for child care providers and DHS licensing staff alike.

DHS has worked with its Office of General Counsel, child care provider organizations, standards committees, and local and national professional associations over the past two years to develop this proposed set of combined child care licensing rules. Every provider organization and professional association in Tennessee that is known to DHS has been offered the opportunity to review a draft of these rules and to give feedback and suggest changes, as has each child care services partner group and each child care licensing staff member. This thorough and inclusive process has culminated in this draft of the combined rules. Our goal has been to establish common language for those requirements that apply to all classes of care, while preserving what is unique about each.

The draft is broadly organized into two categories. The requirements in sections .01 through .21 apply to all licensed child care agencies (centers, drop-in centers, and family & group homes), unless otherwise noted within the rule. The remaining four sections (.22 - .25) include specific requirements for each class of care identified in those sections.

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Rulemaking hearings to receive public comment on these proposed rules are scheduled to begin at the end of November as outlined in the Notice of Rulemaking. In addition to the scheduled rulemaking hearings, DHS will be conducting informational meetings about the proposed changes immediately prior to each rulemaking hearing.

The informational meetings will include an opportunity for DHS licensing staff to share more detail about the proposed changes along with time for questions from the audience.

The schedule of informational meetings and rulemaking hearings is included below:

Informational Meeting and Rulemaking Hearing Schedule		
Note: The Informational Meeting will be held between 6:30 PM and 7:25 PM followed by the Public Hearing that will start at 7:30PM (all Times are location standard times)		
CITY	LOCATION	DATE
Johnson City	Tennessee Department of Human Services Conference Room 103 E. Walnut Street Johnson City, TN 37601	Monday – November 29, 2010
Knoxville	7th Floor, Conference Room A State Office Building 531 Henley Street Knoxville, TN 37902	Tuesday – November 30, 2010
Chattanooga	1st Floor Auditorium State Office Building 540 McCallie Avenue Chattanooga, TN 37402	Wednesday – December 1, 2010
Nashville	Davidson County DHS Office Video Conference Room 1000 2nd Avenue North Nashville, TN 37243	Friday – December 3, 2010
Cookeville	Cookeville District Office Multi Purpose Room 1000 England Drive, Suite B Cookeville, TN 38501	Monday – December 6, 2010
Columbia	Maury County Department of Human Services Office Conference Room 1400 College Park Drive, Suite B Columbia, TN 38401	Wednesday – December 8, 2010
Memphis	Southwest Tennessee Community College Nabors (Gym) 5983 Macon Cove Memphis, TN 38134	Thursday – December 9, 2010
Jackson	2nd Floor Conference Room B Lowell Thomas State Office Building 225 Martin Luther King, Jr. Drive, Suite 210 Jackson, TN 38301	Friday – December 10, 2010

Enclosures: Notice of Rulemaking (Note: This includes the full set of draft rules.)
Combined Child Care Licensing Rules - Summary of Changes