

January

2023

Wright County

Health & Human Services

Family Child Care Newsletter



Happy New Year!

If you haven't yet had the opportunity to visit the new Government Center, there are several training options coming up in the first half of 2023, including CARS training in February and May. When searching in Develop, search by city or zip code 55313 to find all the options.



IN THIS ISSUE

CARS training—1

Rule Reminders -2

Updated Application -2

2023 Variance Policy -3

Year End Stats—4



Picture taken outside the Government Center during an evening training in the fall.

RULE REMINDERS

- ★ MN Statute 245A.53 SUBSTITUTE CAREGIVERS AND REPLACEMENTS IN FAMILY CHILD CARE.

Subdivision 1. Total hours allowed.

Notwithstanding Minnesota Rules, part [9502.0365](#), subpart 5, the use of a substitute caregiver in a licensed family child care program must be limited to a cumulative total of not more than 500 hours annually. The license holder must document the name, dates, and number of hours of the substitute who provided care.

- ★ 9502.0315 DEFINITIONS

Subp. 29. Substitute.

"Substitute" means an adult at least 18 years of age who assumes the responsibility of the provider as specified in part [9502.0365](#), subpart 5.

- ★ When using a substitute, remember to be documenting when they are providing care as required in MN Statute 245A. DHS has created a [form](#) that can be used, however if you find it easier to track another way, that is fine as long as your documentation is meeting what is required in statute. Other items that are occasionally overlooked when using substitutes include:
 - Ensuring they have been trained annually in your emergency plan and that the training has been documented
 - Ensuring they have been trained on any allergies for any child in care that has an allergy
 - Ensuring that they agree to and have signed your chemical use policy

- ★ Feel free to reach out to your licensor with any questions regarding the use of a substitute.

UPDATED FORM—APPLICATION

This fall DHS updated the [application](#). The application can be completed electronically or can be printed and completed on paper. However you complete it, you will need to submit it to your licensor. The updated form is now in the re-licensing section of the county website.

WRIGHT COUNTY FAMILY CHILD CARE

VARIANCE POLICY

(Effective January 1, 2023)

Minnesota county agencies are delegated responsibility to process variance requests to allow licensed family child care programs to deviate from a specific rule under certain conditions, unless excluded from the delegation authority under Minnesota Statutes, section, 245A.16, subdivision 1. (MN Rules, part 9543.0300; 9543.0050)

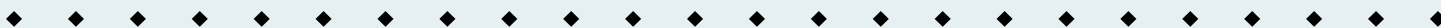
The license holder must request the variance prior to the situation where it is necessary in accordance with legally required variance standards and procedures, MN Rules, part [9502.0335, subparts 8 and 8a](#)

When the variance request is received by the licensor, it will be reviewed and approved or denied by staff members of the licensing team.

The license holder should allow up to 5 business days for a decision regarding the variance request.

Emergency variance requests received during business hours will be processed the same day when possible. This will be dependent on the availability of licensing staff to review the request.

Variance requests not related to enrollment capacity will be considered based on the providers ability to provide for the safety and well-being of the children enrolled in their care.



The following considerations apply to variance requests related to enrollment capacity:

- ◆ A provider will not be granted a variance until they have been licensed for one year.
- ◆ A provider shall not care for more than 2 infants.
- ◆ An approved variance request is child specific. A new request would need to be made for an enrollment change.
- ◆ Variances will be written for a maximum of 90 calendar days per request. If more than one variance is granted in a calendar year, the total amount of days operating under a variance is not to exceed 90.
- ◆ A variance will not be granted if a provider has any correction order items not completed, a conditional license status, or any pending licensing actions.
- ◆ A variance will not be granted for 12 months after a rule violation concerning supervision, corporal punishment, maltreatment, safe sleep, or serious health and safety factors.
- ◆ All variances must be approved prior to the enrollment of the child.
- ◆ When a granted variance is not used, or is only partly used, the provider must notify the licensor, in writing, of the extent the variance was used, since it may impact future requests.
- ◆ All parents must be notified of the request for variance and sign off on signature page included with variance request form.
- ◆ A provider shall not be over in 2 age categories.
- ◆ A Provider shall not be over capacity or ratio by more than one child.

YEAR END STATS

I have been compiling year end stats for several years, however I do not believe I have ever shared the numbers with childcare providers. Below is how we ended 2022 regarding the number of providers. As you can see, we continue to slowly trickle downwards. The good news is that I licensed more homes in 2022 than I did in 2021. If you know someone that would make a great childcare provider, send them my way!

We ended 2022 with 207 licensed Family Child Care providers in Wright County. The total number of providers county wide decreased by 11 since this time last year. 16 new providers were licensed in 2022. There are 5 applications currently pending. 2 applications were withdrawn, and zero applications were denied.

Number of family child care providers per city:

City	Number of homes	
Albertville	16	-5
Annandale	6	-1
Buffalo	28	-2
Clearwater	8	-1
Cokato	4	-2
Delano	11	-2
Hanover	4	
Howard Lake	5	
Maple Lake	6	-3
Monticello	30	-1
Montrose	6	-3
Otsego	30	-3
Rockford	5	
South Haven	4	-1
St. Michael	33	
Watertown	1	
Waverly	10	+1