



Division of Licensing

Family and Group Family Day Care Rule Summary for Parents

Minnesota Rules, parts 9502.0300 - 9502.0445

A. Minnesota Rules, Parts 9502.0300 to 9502.0445 govern the provisions of Licensing family and group family day care.

B. Headings of the Rule Parts are as follows:

- 9502.0315 - **Definitions.** This defines terms in the licensing rule.
- 9502.0325 - **Licensing of facilities for children family day care and group family day care homes.** This establishes which day care situations must be licensed.
- 9502.0335 - **Licensing process.** This specifies the process for licensing, and describes which conditions may affect the licensing process.
- 9502.0341 - **Negative licensing actions.** This establishes the process for licensing sanctions, such as denial of applications, and probation, suspension, revocation, and immediate suspension of existing licenses.
- 9502.0345 - **Agency records.** This states which records must be maintained by the county social service or human service agency for each provider.
- 9502.0355 - **Caregiver qualifications.** This specifies the qualifications of providers of family and group family day care.
- 9502.0365 - **Licensed capacity, child/adult ratios, age distribution restrictions.** This limits the number of children in care; governs the use of adult caregivers, helpers and substitutes; and addresses the supervision of children.
- 9502.0367 - **Child/adult ratios; age distribution restrictions.** This states the licensed capacity, number of adults, total number of children under school age and total number of infants and toddlers in day care. These numbers vary depending on the following categories: family day care, specialized infant and toddler family day care, group family day care and specialized infant and toddler group family day care.
- 9502.0375 - **Reporting to agency.** This specifies which reports the provider must make to the police or licensing agency, including suspected abuse and neglect of children.
- 9502.0395 - **Behavior guidance; discipline.** This specifies the methods of child guidance to be utilized in family and group family day care. It states that corporal punishment and emotional abuse are prohibited.
- 9502.0405 - **Admissions; provider records; reporting.** This establishes what must be included in provider policies. It also states what information the provider is required to maintain on each child. Information regarding records for special needs children is contained in this part.

- 9502.0415 - **Activities And Equipment.** This indicates the activities and equipment which must be provided to facilitate the physical, intellectual, emotional, and special development of children in day care.
- 9502.0425 **Physical environment.** This describes the fire and building code requirements that family day care facilities must meet. Other physical environmental factors, such as water hazards, outdoor play space, indoor temperature, etc., are addressed.
- 9502.0435 - **Sanitation And Health.** This provides for sanitation and health measures, emergency procedures and transportation of children. It addresses pets, diapering procedures, care of ill children, and the administration of medication.
- 9502.0445 - **Water, food, and nutrition.** This addresses requirements for food storage, water, milk, meals, and snacks.

C. A complete copy of rule parts 9502.0300 to 9502.0445 may be viewed at the day care residence, the county agency, the Minnesota Department of Human Services, or the Minnesota law library. It may also be viewed or printed by going to the web site of the Minnesota Office of the Revisor at www.revisor.mn.gov/pubs/