



Iowa Department of Human Services

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GENERAL LETTER NO. 12-F-22

ISSUED BY: Bureau of Child Care Services
Division of Adult, Child and Family Services

SUBJECT: Employees' Manual, Title 12, Chapter F, *CHILD DEVELOPMENT HOME REGISTRATION*, Title page, revised; page 9, revised; and page 8a, new.

Summary

Chapter 12-F is revised to remove the current "Child Development Homes: Number of Children Allowed in Care" table and replace it with an updated "Numbers of Children in Care Allowed in Registered Child Development Homes and Child Care Homes" table. This new format is intended to improve visual guidance regarding the number of children allowed in care in the various child development home and child care home settings

Effective Date

Immediately.

Material Superseded

This material replaces the following pages from Employees' Manual, Title 12, Chapter F:

<u>Page</u>	<u>Date</u>
Title page	November 26, 2002
9	November 26, 2002

Additional Information

Refer questions about this general letter to Ryan Page, Child Care Regulatory Program Manager.

Revised August 15, 2014

Employees' Manual
Title 12
Chapter F



CHILD DEVELOPMENT HOME REGISTRATION



Iowa Department
of Human Services

**Number of Children Allowed in
Registered Child Development Homes and Child Care Homes**

Category	Maximum Capacity	Number Restrictions	Age Restrictions	FAQ
Category A	6 children at any one time plus 2 school age children present for less than two hours at a time TOTAL 8	The 2 school aged children may not be present for more than 2 hours at a time	No more than 4 children may be under the age of 24 months at any one time Of those 4, only 3 children may be under 18 months	<ul style="list-style-type: none"> • An assistant does not increase the number for maximum capacity • Can have multiple sets of school aged children if present at separate times for the 2 that exceed the capacity of 6 <p>All 6 children at one time can be school aged</p>
Category B	6 children at any one time plus 4 school aged children plus 2 part time children TOTAL 12	Only 2 part time children at one time for up to 180 hours per month	No more than 4 children may be under the age of 24 months at any one time Of those 4, only 3 children may be under 18 months	No more than 4 children may be under the age of 24 months at any one time Of those 4, only 3 children may be under 18 months
Category C1	8 children at any one time TOTAL 8	May never exceed 8 children	No more than 4 children may be under the age of 24 months at any one time Of those 4, only 3 children may be under 18 months	<ul style="list-style-type: none"> • Can use an assistant but does not increase the number for maximum capacity • The total number of children authorized for the child development home shall be limited by the amount of space available per child which is 35 square feet of floor space per child. This number may be less than the maximum capacity.

Category	Maximum Capacity	Number Restrictions	Age Restrictions	FAQ
Category C2	12 children at any one time plus 2 school age children for less than 2 hours plus 2 part time TOTAL 16	The 2 school aged children may not be present for more than 2 hours at a time Only 2 part time children at one time for up to 180 hours per month	No more than 4 children may be under the age of 24 months at any one time If those 4 children are age 18 months or under, both providers must be present	<ul style="list-style-type: none"> • Can use 180 part time hours per month to exceed their maximum preschool or school age capacity. Must document the use of part time hours. • The total number of children authorized for the child development home shall be limited by the amount of space available per child which is 35 square feet of floor space per child. This number may be less than the maximum capacity. • If more than 8 children are present, both providers shall be present.
In-Home	N/A	N/A	N/A	<ul style="list-style-type: none"> • This is not care provided in the child care provider's home but provided within the child's own home • If receiving CCA assistance, there must be a minimum of 3 eligible children • Shall only be children within the same family
Child Care Home	TOTAL 5	N/A	N/A	<ul style="list-style-type: none"> • No more than 5 children may be present • Child Care Homes are not registered but may receive CCA funding

Note: These numbers include the provider's infant and preschool children.

Category B & C providers may use up to 180 part-time hours per month. These children may be any age (not to exceed the maximum number of children under 24 months).*