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Date: Thu, Mar 18, 2021 at 4:47 PM
Subject: Revised Child Care Applications.
To: <DSS_LICENSING@listserv.cov.virginia.gov>

The attached file is being sent to child day centers, short-term child day centers, certified preschools, voluntarily registered family day homes, family day homes, family day systems, religiously exempt child day centers and unlicensed child day programs receiving child care subsidy assistance from the Virginia Department of Social Services Email Distribution Service.

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COMMONWEALTH of VIRGINIA

DEPARTMENT OF SOCIAL SERVICES

DATE: March 18, 2021

TO: Licensed Child Day Centers
Religious Exempt Child Day Centers
Licensed Family Day Homes
Voluntarily Registered Family Day Homes
Licensed Family Day System
Certified Preschools
Unlicensed Child Day Programs Receiving Child Care Subsidy Assistance

FROM: Tara Ragland, Director
Division of Licensing Programs

RE: Revised Child Care Applications

The current child care applications have been revised to reflect the 2020 legislation requiring out-of-state background checks for the criminal history name check and sex offender registry from any other state a person has resided in the past five years. See the provider memo link [here](#) for more information. Also added, the requirement of an out-of-state background check for the child abuse and neglect registry in any other state a person has resided in the past five years.

The Division of Licensing Programs will continue to accept the previous applications until June 30, 2021. It is recommended that the revised applications are used to ensure all background check information is received. However, if you are using the previous version of the child care application, the out-of-state background checks are required and the background check information must be available for review by the licensing inspector.

Please contact your licensing inspector with any further questions.