



# COMMONWEALTH of VIRGINIA

## DEPARTMENT OF SOCIAL SERVICES

**DATE:** April 15, 2020

**TO:** Licensed Child Welfare Agencies, Adult Day Care Centers, and Assisted Living Facilities; Voluntarily Registered Family Day Homes and Unlicensed Child Day Programs Receiving Child Care Subsidy Assistance

**FROM:** Tara Ragland, Director, Division of Licensing Programs

**SUBJECT:** Licensing Waivers During Virginia's State of Emergency-COVID-19

The Commissioner of the Virginia Department of Social Services, in accordance with Executive Orders issued by the Governor during the COVID-19 Pandemic, has authorized temporary regulatory and operational flexibility for the Division of Licensing Programs through the end of the state of emergency for requirements that are burdensome to comply with during the pandemic.

Effective immediately, the Division of Licensing will adopt waivers and modifications for some licensing requirements in response to COVID-19. A list of leniency items is approved pursuant to Executive Order Fifty-One, the state of emergency issued for the Commonwealth on March 12, 2020. The waivers are effective for the duration of the declared state of emergency and providers are expected to comply with all requirements once the state of emergency has ended.

Leniency is granted in areas including:

- Documentation and training/orientation
- Health records
- Staff/children records
- Provider and staff qualifications
- Prelicensure and subsequent inspections and approvals
- Equipment, materials, and activities
- Background checks
- Operational requirements including capacity, terms of license or certificate, etc.

Information on specific licensing leniency items may be found on corresponding program pages as follows:

- [Child Day Centers](#)
- [Family Day Homes](#)
- [Voluntarily Registered Family Day Homes](#)
- [Unlicensed Child Day Programs Receiving Child Care Subsidy Assistance- Child Day Centers](#)
- [Unlicensed Child Day Programs Receiving Child Care Subsidy Assistance- Family Day Homes](#)
- [Adult Day Care Centers](#)
- [Assisted Living Facilities](#)

If an on-site inspection is necessary while the Emergency Protocols are in effect, Licensing staff will take steps to limit exposure to individuals when conducting the on-site inspection and follow the [Temporary Procedures for Conducting Licensing Inspections](#).

For more information on Virginia's response to COVID-19 and relevant updates and guidance, review the [Virginia Department of Social Services COVID-19 Updates and Resources](#) webpage and the [Virginia Department of Health](#).