

The documents below (except Adult Training Manuals) can be found on the Department of Social Services' public website: <http://www.dss.virginia.gov/>

Publication	Quantity	Cost	Total Cost
All Programs – Regulations and Technical Assistance			
General Procedures and Information for Licensure		\$ 5.00	
Adult Programs – Regulations and Technical Assistance			
Standards and Regulations for Licensed Adult Day Care Centers		\$ 5.00	
Standards for Licensed Assisted Living Facilities		\$ 8.00	
Regulation for Background Checks for Assisted Living Facilities and Adult Day Care Centers		\$ 5.00	
Adult Training Manuals			
Training Manual – Assisted Living Facility Direct Care Staff Training		\$ 25.00	
Training Manual – Special Care for Special Persons: Basic Skill Building for Caregivers of People with Cognitive Impairment		\$ 25.00	
Children’s Programs			
Standards for Licensed Child Day Centers		\$ 8.00	
Standards for Licensed Family Day Homes		\$ 8.00	
Licensed Family Day Homes’ Forms Packet		\$ 5.00	
Standards for Licensed Child-Placing Agencies		\$ 8.00	
Standards for Licensed Children's Residential Facilities		\$ 8.00	
Voluntary Registration of Family Day Homes Requirements for Providers		\$ 5.00	
Background Checks for Child Welfare Agencies		\$ 5.00	

Total Amount Enclosed: _____

Mail ordered material to:

Name _____
 Street Address _____ or PO Box _____
 _____ City _____
 _____ State _____ Zip _____

Make check or money order payable to: **Treasurer of Virginia**
Do not send cash. (A fee of \$50.00 will be charged for any check returned due to insufficient funds.)

Mail this form with payment to:
 Virginia Department of Social Services
 Division of Licensing Programs
 801 East Main Street, 9th Floor
 Richmond, Virginia 23219-2901
 Attn: Licensing Fiscal Technician

Office Use Only Date Received: / / Date Shipped: / /
