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Subject: Religiously Exempt Child Day Centers - Updated Documents
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COMMONWEALTH of VIRGINIA

DEPARTMENT OF SOCIAL SERVICES

DATE: March 26, 2019

TO: Religiously Exempt Child Day Centers

FROM: Tara Ragland, Director, Division of Licensing Programs

SUBJECT: Religiously Exempt Child Day Centers – Updated Documents

This memorandum is to notify Religiously Exempt Child Day Centers (RECDC) of changes to required RECDC documents. The current ‘Statement of Intent’ and the ‘Statement of Code Compliance’ have been combined into one document. Additionally, the former ‘Information for Religiously Exempt Child Day Centers’ document, has been revised and is now titled the ‘Documentation for Religiously Exempt Child Day Centers.’

The new revised [*Statement of Intent*](#) and [*Documentation for Religiously Exempt Child Day Centers*](#) have been updated on the Division of Licensing Programs (DOLP) Web Site. Providers will be required to begin using this updated information **by June 1, 2019**.

The revised documents state that all religiously exempt child day centers will now be required to describe how the child day center is operated under the auspices of the religious institution. “Under the auspices” means that the religious institution is offering the child day center protection, support, patronage, guidance, or aid. The required documentation must be submitted **60 DAYS** prior to beginning operation, and at least **30 DAYS** prior to the anniversary date of the current exemption. Failure to file the statement and documentary evidence required may subject the child day center to action the Commissioner deems appropriate as provided by law, including a suit to enjoin the operation of the child day center.

As stated in the memo dated August 1, 2018, DOLP has initiated unannounced on site compliance inspections in religiously exempt child day centers. DOLP conducted well over 200 on site Code compliance inspections in the fall of 2018, and inspections will continue in 2019. The completion of on-site inspections will ensure compliance with the Virginia Code and will continue to ensure the care and protection of Virginia’s most vulnerable population, our children.

Additionally, the online training for religiously exempt child day centers is being developed to offer providers clear instructions and expectations regarding code compliance. Providers will be notified when the online training has been completed and is available.

If you have any questions, please contact the regional licensing office in your area. Regional licensing office contact information can be located by accessing the link below:
<http://dss.virginia.gov/about/licensing.cgi>