

Permanent Final Adoptions

Part 14. Requirements for School-Age Programs
340:110-3-221 through 340:110-3-222 [AMENDED]
Subchapter 5. Requirements for Child-Placing Agencies
Part 1. Requirements for Child-Placing Agencies
340:110-5-3 [AMENDED]
340:110-5-8 [AMENDED]
(Reference APA WFs 10-07 and 10-14)

AUTHORITY:

Commission for Human Services; Article XXV, Sections 2, and 4 of the Oklahoma Constitution; Child Care Facility Licensing Act, Section 401 et seq. of Title 10 of the Oklahoma Statutes.

DATES:

Comment period:

February 15, 2011 through March 17, 2011

Public hearing:

None requested

Adoption:

March 22, 2011

Submitted to Governor:

March 22, 2011

Submitted to House:

March 22, 2011

Submitted to Senate:

March 22, 2011

Gubernatorial approval:

May 6, 2011

Legislative approval:

Failure of the Legislature to disapprove the rule(s) resulted in approval on May 17, 2011.

Final adoption:

May 17, 2011

Effective:

July 1, 2011

SUPERSEDED EMERGENCY ACTIONS:

Superseded rules:

Chapter 110. Licensing Services
Subchapter 1. General Provisions
Part 1. Licensing Services - Child Care
340:110-1-10.1 [AMENDED]
Subchapter 3. Licensing Standards for Childcare Facilities
Part 1. Requirements for Child Care Centers
340:110-3-2 [AMENDED]
Part 2. Requirement for Part-day Children's Programs
340:110-3-36 [AMENDED]
Part 5. Requirements for Family Child Care Homes and Large Family Child Care Homes
340:110-3-81 [AMENDED]
Part 9. Requirements for Residential Child Care Facilities
340:110-3-146 [AMENDED]
Part 14. Requirements For School-Age Programs
340:110-3-221 [AMENDED]
Subchapter 5. Requirements for Child-Placing Agencies
Part 1. Requirements for Child-Placing Agencies
340:110-5-3 [AMENDED]
(Reference APA WF 10-07)

Gubernatorial approval:

June 21, 2010

Register publication:

27 Ok Reg 2646

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10-1096

INCORPORATIONS BY REFERENCE:

n/a

ANALYSIS:

The proposed revisions amend the rules to: (1) clarify division policy and practice and assist with the consistent enforcement of licensing requirements; (2) include the addition of division forms; and (3) reflect changes due to a negotiated lawsuit settlement.

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PURSUANT TO THE ACTIONS DESCRIBED HEREIN, THE FOLLOWING RULES ARE CONSIDERED FINALLY ADOPTED AS SET FORTH IN 75 O.S., SECTION 308.1(A), WITH AN EFFECTIVE DATE OF JULY 1, 2011:

SUBCHAPTER 1. GENERAL PROVISIONS

PART 1. LICENSING SERVICES - CHILD CARE

340:110-1-4. Roles and responsibilities

(a) The staff members responsible for licensing child care facilities are under the supervision of Licensing Services within Oklahoma Child Care Services (OCCS). The licensing staff makes recommendations on all case actions to the licensing supervisor. The statewide licensing coordinator or designee is responsible for the final approval of all licensing recommendations.

(b) Official licensing records for child care programs are maintained in the licensing staff's office. These records are open to the public upon request and the procedures in 340:110-1-14 are followed.

(c) In addition to licensing child care facilities, licensing staff is responsible for:

- (1) ~~communicating~~ communicate with local fire, and health, and city officials within their assigned area regarding licensing policy, requirements, inspections, and other issues related to a specific facility or child care in general;
- (2) refer facilities to local city officials regarding local ordinances and related compliance;
- (23) ~~assisting~~ assist parents in identifying child care options and providing information on choosing quality care;
- (34) ~~facilitating~~ facilitate or ~~sponsoring~~ sponsor training for child care providers; and
- (45) ~~promoting~~ promote the availability of quality, affordable child care within the licensing staff's assigned area.

(d) When possible, a licensing staff member is not assigned to the facility where the staff member's child is in care.

(e) All media requests for information regarding the licensing process, procedures, or case specific information are immediately forwarded to the licensing supervisor. The licensing supervisor forwards media contact information to the statewide licensing coordinator or designee, who provides the information to the Office of Communications per OAC 340:2-37-1.

340:110-1-4.1. Forms

Forms that apply to this Part are described in this Section.

(1) **07LC002T, Staff Summary.** Form 07LC002T is used to document compliance with licensing requirements for all staff currently employed by the child care facility.

(2) **07LC003E, Monitoring Report - Child Care Center.** Form 07LC003E is used by the licensing staff to