

Becoming a Type B Home Child Care Provider

Child Care Services, a division of the Hamilton County Department of Job and Family Services, certifies and monitors all local Type B Child Care Homes. If you want to provide child care services to families that are eligible for the state subsidized child care program, you must be certified by the County. If you want to care for children not participating in this program, there is no need to become certified.

There are two types of Type B Home Providers:

1. Professional Providers
These are certified to accept children from families that are eligible for the state subsidized childcare program.
2. Limited Providers
These are certified to accept children who are relatives or from one family.

Who can be a certified Type B Provider?

Both limited and professional Type B Providers must:

- Be at least 18 years of age
- Not have been convicted of a violent crime
- Provide child care services only in their home
- Have a working land-line telephone
- Pass a criminal background check

In addition, professional providers must:

- Have a high school diploma or GED

You cannot be certified if you:

- Have a child between the ages of 12 and 17 who has been convicted of a violent crime or any other disqualifying criminal offenses (a list is available from HCJFS).

How are Type B providers paid?

As a certified child care provider you are:

- Self-employed and under contract to HCJFS
- Responsible for paying your own city, state and federal tax. HCJFS does not withhold taxes from your paycheck.
- Paid every two weeks through a voucher system. (For more information or for rates, see the fact sheet *Rates for Child Care Providers*.)

Your income will vary depending on the number of children in your care. You may accept private-paying children as long as you report these children to HCJFS and abide by the state and county rules and regulations.

Other important things you need to know:

- Your home will be inspected at least twice a year. At least one of these inspections will be unannounced.
- You must have a 6-hour break in your day. You cannot provide care 24 hours per day.
- You must complete a series of training classes your first year including Infant/Child CPR and First Aid. You will also need to complete 6 hours of training each year you are certified.
- The maximum number of children permitted in a Type B home is six.
- You may have other employment as long as your employment schedule does not conflict or interfere with your child care hours.