

What is licensing?

Licensing is approved by the Mission Support Group Commander for an on-base resident to provide care in his/her quarters. The licensee must meet all requirements of the AF Family Child Care Program. Each provider is thoroughly investigated, monitored, and trained to meet the licensing requirements. Family Child Care (FCC) programs consist of in-home care provided by licensed and affiliated providers. Trained FCC providers are available for daily, night, weekend, and unusual hours of care for children 2 weeks to 12 years of age. The FCC Coordinator ensures the quality of childcare in base housing and in affiliated homes meets Air Force standards. FCC providers receive training in child development, age-appropriate activities, health, and safety of children, and child abuse prevention and reporting.

Providers are required to complete the Family Child Care training modules to maintain their license. Family Child Care offers home-like, individualized care, provides a quality alternative to center-based programs, and expands the availability of childcare at Mountain Home, AFB.

FCC homes are monitored on a monthly basis by the Family Child Care Coordinator. There are also unannounced visits by representatives from fire, safety, public health, and other related base agencies.

The FCC philosophy is to nurture the child through care, understanding, love, and affections. FCC homes provide a relaxed atmosphere where a child can develop to his/her full potential. Providers encourage children to grow intellectually, physically, socially, and emotionally through a daily routine of play and recreation.

FCC actively seeks individuals to provide care for children who requires lower ratios for special needs (this may include asthma, cerebral palsy, physical impairments, ADHD, ADD and autism).

How do I become a license provider?

By completing an application, all the required forms and participating in FCC Orientation Training.

Provider Requirements:

- Spouse of an active duty or retired military member living on or off base.
- Are at least 18 years old.
- Have the ability to read, speak, and write English.
- Are physically and mentally capable of providing care.
- Are willing and able to complete the required training and agree to the requirements of becoming an FCC provider.
- Are able to obtain the required insurance coverage.

- Participate in a home interview with your family members.
- Have no conviction of, admission to, or evidence of family violence, child abuse or neglect, alcohol abuse or use of illegal drugs.

Providers Receive:

- Pre-licensing and other required training.
- Monthly and quarterly training sessions.
- Assistance with preparing curriculum and developmentally appropriate activities.
- Training on how to use appropriate guidance techniques.
- Assistance in earning a Child Development Associate credential (CDA) and accreditation through the National Association for Family Child Care (NAFCC).
- Free lending program: supplies, outdoor play equipment, books, games, toys, safety gates, first aid kits, mats, child sized tables and chairs, arts and crafts supplies, child sized plates, cups, utensils, and much more.

How do I become an affiliate provider?

If you live off-base and are the spouse of an active duty military member or retiree, DoD employee you can become an affiliated provider with the Air Force. You must meet the same Air Force requirements as on-base providers and you will receive the same benefits: free training, subsidy, and the use of the resource center.

DID YOU KNOW?

According to our Air Force Instruction (AFI) 34-276, Family Child Care:
YOU MUST BE LICENSED TO PROVIDE HOME CARE

- Any individuals caring for other families' children a total of more than 10 hours a week on a regular basis must be licensed to provide care in on-base quarters.
- The family child care coordinator, accompanied by the flight chief, services commander, or security forces, will make an unannounced visit to individuals who are suspected of providing care on a regular basis who are not licensed.
- The mission support group commander may revoke the housing privileges of individuals who provide child care but refuse to become licensed.

Children Enrollment into the FCC Program

Parents desire to enroll children who are 2 weeks to twelve years old children in the FCC program can request care by visiting MilitaryChildCare.com or to obtain the names of licensed and affiliated providers by contacting the FCC office 828-6715. A current list is also available at the Child Development Center, Youth Center, Airman and Family Readiness Center, Lodging Office, Housing Office, Human Resources Office, Civilian Personnel Office, Library, Consolidated Club and the Family Child Care Office.

Prior to starting care in an FCC home, parents must complete all registration forms with the provider. Parents of children under the age of 3 who is in care 35-50 hours per week are entitled to apply for subsidized fees, if they are on the waiting list at the Child Development Center. **Parents must schedule a time with the FCC Coordinator to process the necessary paperwork. Parent must provide a current LES/ pay statement for both sponsor and spouse, or if spouse is full-time student (copy of enrollment form) to the FCC Coordinator**

Tips for selecting a Family Child Care Home

- Visit more than one home.
- Ask for references and check references carefully.
- Check license.
- Ask about backup care, fee policies, USDA food program, and program activities.
- Let the provider interact with your child/children.
- Ask very specific questions about the provider's discipline techniques and beliefs.
- Clarify your expectations, ex. the type of care you need and/or the goals you have for your child/children.
- Ask about the flexibility of the provider's hours.
- Look for evidence of good hygiene, sanitary conditions, and health requirements.
- Ask to see a menu and discuss nutrition for your child.
- Do not feel pressured to say yes or no immediately.
- Check for age appropriate materials and activities to match your child's or children's needs.

Subsidy (SUB)

The SUB Program is designed to assist family's utilization of an FCC home and pay the same weekly fee they would be charged for child care in an Air Force Child Development Center (CDC) or Air Force School-Age Care (SAC).

Currently, Air Force is buying down the cost of child care for those families who have children/youth on the waiting list when there are no spaces available in the CDC or SAC; children/youth with special needs; parents that work outside the normal operating hours of the CDC or SAC.

Eligibility requirements:

Member of Military Service Active Duty, Reserve/Guard
Member in activated status and DoD civilians

All adults living in the household must be either working or enrolled in school
Completed AF FCC ECC Request

Parent Advisory Board

The Parent Advisory Board includes parents from all Family Member Programs: Child Development Center, Family Child Care, and Youth Programs. Parent Advisory Board meets quarterly at the Child Development Center

Purpose:

- The board functions in an advisory capacity, providing recommendations for improving services in all Family Member Programs areas.
- Improve staff and parent communications.
- Increase parent's knowledge of developmentally appropriate practices in FMP activities.
- Increase parent participation and involvement in FMP activities.

The USDA Food Program

The Child Care Food Program (CCFP) is a federal program of the Food and Nutrition Service (FNS) Division of the United States Department of Agriculture (USDA). The program reimburses licensed child care providers for a portion of their child care food costs. The primary goal of CCFP is to improve the diets of children ages 12 years and younger.



Food is an important part of every child's emotional, physical, and social development. Good food habits established during preschool years may positively affect food behavior and choices throughout life. Nutrition is an important part of an excellent child care program. Children need well-balanced meals in order to meet their daily energy needs and to help them build strong bodies, minds, and spirits!

Feeding children nutritional meals in Family Child Care Homes (FCCHs) is an enormous responsibility and can be costly. The CCFP helps children develop healthy and positive eating habits and maintains the provider's knowledge of nutrition by performing the following:

Reimburse providers for meals and snacks served. (A maximum of two meals and one snack, or two snacks and one meal is reimbursed per child per day).

Annual mandatory training

Conducts (at least) quarterly unannounced and announced food visits to ensure that providers are managing complete records of children enrolled (including medical documents, for example allergy certifications, and emergency contact information), sanitation, safety, proper serving portions, and that the food being served meets USDA guidelines.

Encourages providers to use "family-style dining"; children and provider wash up, set the table, eat together as a family, serve their own portions, practice table manners and communication, and clean up together.

Closely monitors providers to ensure that they are complying with USDA regulations and guidelines.

All children in attendance in a FCCH will be offered the same meals at no separate charge and with no physical segregation of or other discrimination against any child because of race, color, national origin, gender, religion, age, disability, or political beliefs. The Child Care Food Program is available to all eligible participants. If you believe you have been discriminated against because of race, color, national origin, gender, religion, age, disability, or political beliefs, write immediately to USDA, Director, Office of Civil Rights, Room 326-W, Whitten Building, 1400 Independence Avenue, SW, Washington, DC 20250-9410 or call (202) 720-5964 (voice and TDD). USDA is equal opportunity provider and employer.

For more information, please call our Family Child Care Office at (208)828-6715

Family Child Care - Advertising Guidelines

In accordance with **AFI 34-276**, Family Child Care Programs, individuals, who are not approved as licensed family child care providers on Mountain Home AFB, should not be permitted to advertise in base publications or post notices on on-base bulletin boards. A current list of licensed family child care providers may be obtained by email: dana.williams@mountainhome.af.mil or calling the Family Child Care office at (208) 828-6715.