

## Instrument 1. Child care licensing administrator survey

### Consent information for landing page of REDCap Survey (respondents will have seen all these details earlier in the outreach materials).

We are inviting you to take part in our research on child care licensing. This one-time, voluntary online survey should take no more than 30 minutes to complete. You will receive a \$25 gift card which will be sent to you after you complete the survey.

You can skip any question, and you can stop the survey at any time. There are no right or wrong answers to any of our questions. There is a chance that you may feel uncomfortable answering some questions. Although there are no direct benefits to you for completing this survey, we hope that the information you provide will benefit the licensing system and providers.

Personally identifying information (PII), such as your name, can only be accessed for the study's research purposes by the project team and authorized personnel associated with the project, on a need-to-know basis.

Your answers to the survey questions will be used only for research purposes. There are two parts to the survey:

**Part 1, Licensing Processes & Policies:** The first part of the survey asks you about licensing processes and policies in your state/territory. We plan to publish this information to help future researchers and other state/territory leaders learn about characteristics of licensing systems. This published information will identify which responses came from which state/territory. While we will not include your name, people may know you were the respondent.

**Part 2, Your Perceptions and Ideas:** The second part of the survey asks questions about your perceptions and ideas about the licensing system in your state/territory. We will share the data we collect with qualified individuals for research purposes. When the information from this study is published, your survey responses will be combined with information from others who complete the survey, and your state/territory will not be identified.

If you would like a copy of this information or have questions, please email us at [licadm@childtrends.org](mailto:licadm@childtrends.org) or contact the IRB at [irbparticipant@childtrends.org](mailto:irbparticipant@childtrends.org) or by phone at 1-855-288-3506.

The Paperwork Reduction Act Statement: This collection of information is voluntary and will be used to better understand the child care and early education (CCEE) licensing system as well as administrators' perceptions, challenges, and ideas for improving CCEE licensing systems. Public reporting burden for this collection of information is estimated to average 30 minutes per response, including the time for reviewing instructions, gathering and maintaining the data needed, and reviewing the collection of information. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number. The OMB number and expiration date for this collection are OMB #: 0970-XXXX, Exp: XX/XX/XXXX. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to Kelly Maxwell, [kmaxwell@childtrends.org](mailto:kmaxwell@childtrends.org) or Child Trends, 1516 Franklin Street, Suite 205, Chapel Hill, NC 27514, Attention: Kelly Maxwell.

**Do you agree to participate in the survey?:**

- Yes
- No

## Part 1

INFORMATION REPORTED IN THIS SECTION **WILL BE LINKED TO YOUR STATE/TERRITORY IN PUBLIC DOCUMENTS.**

As a reminder, we have inserted the phrase, "Individual state/territory responses will be reported publicly."

### Child Care Licensing Structure

When we use the term licensing, we mean child care licensing.

**Front-line child care licensing staff** are individuals who routinely conduct licensing inspections of licensed child care programs. They may have other responsibilities as well, as long as one of their jobs is to routinely conduct licensing inspections.

**Full time equivalent (FTE)** refers to one full-time position or the equivalent of a full-time position. For example, two people each working full-time would be 2.0 FTE; two people, each working half-time would be 1.0 FTE.

1. How are front-line licensing staff organized in your state/territory?  
*Individual state/territory responses will be reported publicly.*
  - a. Staff report directly to the central licensing office
  - b. Staff report to a regional/district administrator who then reports to a central office
  - c. Other: \_\_\_\_\_
  
2. If selected b or c to Q1, do regional/district or other types of administrators make decisions independently from the central office?  
*Individual state/territory responses will be reported publicly.*
  - a. Yes
  - b. No
  - c. Not applicable
  
3. Do any cities, counties, tribal regions, or other regions of your state/territory have their own licensing regulations?  
*Individual state/territory responses will be reported publicly.*
  - a. Yes
  - b. No
  
4. About how many total (filled and vacant) FTE front-line child care licensing positions does your state have, by type of employment? Please include part- and full-time positions in your calculation of FTE.  
*Individual state/territory responses will be reported publicly.*

Type of employment	# of FTE front-line licensing positions
a. State government licensing unit employees	a. _____ b. Don't know c. None
b. State government employees outside of the licensing unit	a. _____ b. Don't know

	c. None
d. County government employees	a. _____ b. Don't know c. None
d. Private contractors	a. _____ b. Don't know c. None
a. Other: _____	a. _____ b. Don't know c. None
	Total: [automatic sum of responses to "a" fields above]

### Monitoring Practices

**Family child care home** (referred to as "family child care home" in this survey; sometimes considered a small family child care home): one caregiver provides care in a home other than the child's residence.

**Group child care home** (referred to as "group child care home" in this survey; sometimes considered a large group child care home or group family child care home): two or more caregivers provide care in a home other than the child's residence.

By **full compliance review**, we mean the front-line child care licensing staff reviews all licensing regulations related to inspections.

By **abbreviated compliance review**, we mean the front-line child care licensing staff reviews a subset of regulations for compliance.

5. Which of the following practices best matches how the state/territory child care licensing unit defines routine and renewal inspections:

*Individual state/territory responses will be reported publicly.*

- a. Renewal inspections are the same as routine inspections
- b. Renewal inspections are less frequent than routine inspections, but have the same requirements (e.g., the same regulations are monitored)
- c. Renewal inspections are less frequent than routine inspections, and have additional requirements (e.g., more regulations are monitored, more paperwork is required)
- d. We do not have renewal inspections; licenses do not expire
- e. Requirements for renewal and/or routine inspections vary by program type (e.g., centers, family child care, group child care homes)

6. If selected e to Q5, which of the following practices best matches how the state/territory licensing unit defines routine and renewal inspections, for each program type?

*Individual state/territory responses will be reported publicly.*

<b>For licensed child care</b>	a. Renewal inspections are the same as routine inspections
	b. Renewal inspections are less frequent than routine inspections, but

<b>centers:</b>	<p>have the <u>same</u> requirements (e.g., the same regulations are monitored)</p> <p>c. Renewal inspections are less frequent than routine inspections, and have <u>additional</u> requirements (e.g., more regulations are monitored, more paperwork is required)</p> <p>d. We do not have renewal inspections; licenses do not expire</p>
<b>For family child care homes:</b>	<p>a. Renewal inspections are the same as routine inspections</p> <p>b. Renewal inspections are less frequent than routine inspections, but have the <u>same</u> requirements (e.g., the same regulations are monitored)</p> <p>c. Renewal inspections are less frequent than routine inspections, and have <u>additional</u> requirements (e.g., more regulations are monitored, more paperwork is required)</p> <p>d. We do not have renewal inspections; licenses do not expire</p> <p>e. Not applicable; we do not license family child care homes</p>
<b>For group child care homes:</b>	<p>a. Renewal inspections are the same as routine inspections</p> <p>b. Renewal inspections are less frequent than routine inspections, but have the <u>same</u> requirements (e.g., the same regulations are monitored)</p> <p>c. Renewal inspections are less frequent than routine inspections, and have <u>additional</u> requirements (e.g., more regulations are monitored, more paperwork is required)</p> <p>d. We do not have renewal inspections; licenses do not expire</p> <p>e. Not applicable; we do not license group child care homes</p>

7. Select the type of on-site monitoring visit completed for initial licensure (application and inspection).

*Individual state/territory responses will be reported publicly.*

- a. Inspector **always** completes a full compliance review
- b. Inspector **always** begins an inspection with an abbreviated compliance review
- c. Inspector uses an abbreviated compliance review **only if** programs meet certain criteria
- d. None of the above; use of abbreviated and/or full compliance reviews varies by program type (e.g., centers, family child care, group child care homes)

8. If selected d to Q7, select the type of on-site monitoring visit completed for initial licensure (application and inspection), for each program type.

<b>For licensed child care centers:</b>	<p>a. Inspector <b>always</b> completes a full compliance review</p> <p>b. Inspector <b>always</b> begins an inspection with an abbreviated compliance review</p> <p>c. Inspector uses an abbreviated compliance review <b>only if</b> programs meet certain criteria</p>
<b>For family child care homes:</b>	<p>d. Inspector <b>always</b> completes a full compliance review</p> <p>e. Inspector <b>always</b> begins an inspection with an abbreviated compliance review</p> <p>f. Inspector uses an abbreviated compliance review <b>only if</b> programs meet certain criteria</p>

	g. Not applicable; we do not license family child care homes
<b>For group child care homes:</b>	h. Inspector <b>always</b> completes a full compliance review i. Inspector <b>always</b> begins an inspection with an abbreviated compliance review j. Inspector uses an abbreviated compliance review <b>only if</b> programs meet certain criteria k. Not applicable; we do not license group child care homes

9. Select the type of on-site monitoring visit completed for routine inspections (e.g., any regularly occurring inspections after initial licensure).  
*Individual state/territory responses will be reported publicly.*
- Inspector **always** completes a full compliance review
  - Inspector **always** begins an inspection with an abbreviated compliance review
  - Inspector uses an abbreviated compliance review **only if** programs meet certain criteria
  - None of the above; use of abbreviated and/or full compliance reviews varies by program type (e.g., centers, family child care, group child care homes)

10. If selected d to Q9, select the type of on-site monitoring visit completed for routine inspections, by program type.  
*Individual state/territory responses will be reported publicly.*

<b>For licensed child care centers:</b>	a. Inspector <b>always</b> completes a full compliance review b. Inspector <b>always</b> begins an inspection with an abbreviated compliance review c. Inspector uses an abbreviated compliance review <b>only if</b> programs meet certain criteria
<b>For family child care homes:</b>	d. Inspector <b>always</b> completes a full compliance review e. Inspector <b>always</b> begins an inspection with an abbreviated compliance review f. Inspector uses an abbreviated compliance review <b>only if</b> programs meet certain criteria g. Not applicable; we do not license family child care homes
<b>For group child care homes:</b>	h. Inspector <b>always</b> completes a full compliance review i. Inspector <b>always</b> begins an inspection with an abbreviated compliance review j. Inspector uses an abbreviated compliance review <b>only if</b> programs meet certain criteria k. Not applicable; we do not license group child care homes

11. If selected yes to Q7c, 8c, f, or j, what criteria are considered when deciding whether to complete an abbreviated versus full compliance review at initial licensure (application and inspection)?  
*Individual state/territory responses will be reported publicly.*

	<u>Yes</u>	<u>No</u>	<u>Not applicable</u>
a. Participation in			

Head Start (e.g., meet Head Start Program Performance Standards)			
b. Quality rating (e.g., QRIS)			
c. Participation in another state-funded program (e.g., pre-K)			
d. Other:_____			

12. If selected yes to Q9c, 10c, f, or j, what criteria are considered when deciding whether to complete an abbreviated versus full compliance review during routine inspections?  
*Individual state/territory responses will be reported publicly.*

	<u>Yes</u>	<u>No</u>	<u>Not applicable</u>
a. History of compliance with licensing requirements			
b. Number of years licensed			
c. Participation in Head Start (e.g., meet Head Start Program Performance Standards)			
d. Quality rating (e.g., QRIS)			
e. Participation in another state-funded program (e.g., pre-K)			
f. Other:_____			

13. Please indicate when the following actions are required by licensing.  
*Individual state/territory responses will be reported publicly.*

	Initial licensure (application and inspection)	Routine inspection
<b>Licensed child care centers must have an inspection/approval from:</b>		

a. Fire inspectors	<input type="radio"/> All providers <input type="radio"/> Some providers <input type="radio"/> No providers <input type="radio"/> Don't know <input type="radio"/> Not applicable	
b. Health inspectors		
c. Building inspectors		
<b>Licensed family child care homes must have an inspection/approval from:</b> <ul style="list-style-type: none"> <li>We do not license family child care homes [If selected, hide the following questions]</li> </ul>		
d. Fire inspectors		
e. Health inspectors		
f. Building inspectors		
<b>Licensed group child care homes must have an inspection/approval from:</b> <ul style="list-style-type: none"> <li>We do not license group child care homes [If selected, hide the following questions]</li> </ul>		
g. Fire inspectors		
h. Health inspectors		
i. Building inspectors		

14. Please select the statement that best describes the state/territory licensing unit's future plans related to virtual inspections.

*Individual state/territory responses will be reported publicly.*

- a. We do not plan to conduct virtual inspections in the future
- b. We plan to conduct some virtual inspections in the future
- c. We plan to complete abbreviated on-site inspections along with virtual document reviews in the future
- d. We may consider virtual inspections in the future
- e. Other: \_\_\_\_\_

### Compliance and Enforcement

**Enforcement** refers to the actions that licensing agencies use to address licensing violations. These may include fines, revocation of licensure, or probation.

**Child care licensing staff** include any staff who work in licensing (e.g., front-line staff, managers, administrative or clerical staff).

**Technical assistance (TA)** is information, tools, training, and support provided to child care providers during an on-site visit that helps improve program practices.



15. We are interested in learning about the kinds of resources the child care licensing unit offers to providers and/or front-line licensing staff to promote understanding, compliance, and support decision-making about violations, enforcement, etc.

*Individual state/territory responses will be reported publicly.*

	Resource for providers	Resource for front-line licensing staff
a. State/Territory licensing policies related to enforcement actions	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Don't know	
b. Interpretive guidance (e.g., documents explaining the purpose of each state/territory licensing regulation, methods used to assess compliance, clarifications for school-age care)		
c. Training on state/territory licensing regulations		
d. Other: _____		

16. When a provider is out of compliance with one or more licensing regulations, who is involved in determining enforcement actions?

*Individual state/territory responses will be reported publicly.*

	Never/Rarely	Sometimes	Almost always/Always	Not applicable/this role does not exist
a. Front-line licensing staff				
b. Supervisor				
c. Licensing manager (other than their supervisor)				
d. Enforcement unit or staff				
e. Licensing administrator				
f. Legal unit or lawyers				
g. Other: _____				

17. Which of the following factors influence decisions about which enforcement actions to take?  
*Individual state/territory responses will be reported publicly.*

	Yes	No	Don't know	Not applicable
a. Provider compliance history				
b. Severity of violation or risk of harming children				
c. Number of violations cited during the inspection				
d. Repeat violations (e.g., provider has had the same violation during multiple inspections)				
e. Providers' license status (e.g., conditional license, probationary license)				
f. Provider responsiveness/openness to suggestions or TA offerings				
g. Size of the program				
h. Length of time provider has been licensed				
i. Provider characteristics (e.g., located in a low-income community)				
j. Provider ability to correct violation(s)				
k. Provider timeliness in addressing previous violation(s)				
l. Provider participation in QRIS				
m. Provider participation in State/Territory pre-K Program				
n. Provider participation in the Child and Adult Care Food Program (CACFP)				
o. Provider participation in Child Care and Development Fund (CCDF) subsidy				
p. Provider participation in Head Start				

q. Other: _____				
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18. Do licensing front-line staff document when they provide TA to providers?

*Individual state/territory responses will be reported publicly.*

- a. Always
- b. Sometimes
- c. Never
- d. Don't know

19. What types of TA support does the licensing unit offer to providers? (Select all that apply)

*Individual state/territory responses will be reported publicly.*

- a. Staff dedicated to providing TA to providers who need/request it
- b. TA or support for providers in the process of becoming licensed
- c. TA or support for providers who are newly licensed
- d. Staff dedicated to helping providers with licensing appeals, complaints, or grievances
- e. TA or support for license-exempt providers
- f. Other: \_\_\_\_\_

20. Does your state/territory use a designation to identify providers who are in good standing?

*Individual state/territory responses will be reported publicly.*

- a. Yes
- b. No

21. If selected a to Q20, a provider is in good standing when: (Select all that apply)

*Individual state/territory responses will be reported publicly.*

- a. They meet critical regulations that are most important for children's health and safety.
- b. Their license is not probationary/conditional.
- c. They have few or no violations on record.
- d. They meet a certain percentage of regulations.
- e. They do not have any serious violations.
- f. Other: \_\_\_\_\_

22. If selected a to Q20, what consequences are given to providers who are not in good standing?

*Individual state/territory responses will be reported publicly.*

- a. Not eligible to receive CCDF subsidy funds
- b. Unable to participate in CACFP
- c. Unable to participate in Quality Rating and Improvement System (QRIS)
- d. Unable to receive pre-K funds
- e. Unable to participate in other quality initiatives (e.g., grants, incentives)
- f. License status is publicly posted
- g. Other: \_\_\_\_\_

### License-Exempt Providers

23. Is the child care licensing unit responsible for monitoring any license-exempt providers?

*Individual state/territory responses will be reported publicly.*

- a. Yes
- b. No
- c. Not applicable

24. If selected a to Q23, which license-exempt providers does the licensing unit monitor?

*Individual state/territory responses will be reported publicly.*

- a. All license-exempt providers
- b. Only some license-exempt providers

25. If selected b to Q24, which license-exempt providers does the licensing unit monitor?

*Individual state/territory responses will be reported publicly.*

	Yes	No
a. License-exempt providers who receive CCDF subsidy funds		
b. License-exempt providers who participate in the Child and Adult Care Food Program (CACFP)		
c. License-exempt providers who do not receive CCDF subsidy or CACFP		
d. Other: _____		

26. If selected a to Q24 or yes to Q25a, which licensing staff are responsible for monitoring license-exempt providers who receive CCDF subsidy funds (e.g., subsidies)?

*Individual state/territory responses will be reported publicly.*

- a. There is a separate unit or group of front-line licensing staff who specialize in working with license-exempt providers; they do not work with licensed providers
- b. There is a separate unit or group of licensing front-line staff who specialize in working with license-exempt providers; they also work with licensed providers
- c. Front-line licensing staff work with both licensed and license-exempt providers
- d. Other: \_\_\_\_\_

27. Does the licensing unit maintain a list of license-exempt providers who do not receive CCDF subsidy funds?

*Individual state/territory responses will be reported publicly.*

- a. Yes
- b. No
- c. Not applicable

28. If selected a to Q27, how often is the list of license-exempt providers updated?

*Individual state/territory responses will be reported publicly.*

- a. Monthly
- b. Quarterly
- c. Annually
- d. Less frequently
- e. Don't know

## Part 2

INFORMATION REPORTED IN THIS SECTION **WILL NOT** BE LINKED TO YOUR STATE/TERRITORY IN PUBLIC DOCUMENTS. State-specific findings from the questions in this section will not be publicly reported. As a reminder, we have inserted the phrase, "Individual state/territory responses will NOT be reported publicly."

### Career Path

29. How long have you worked in your current position?

*Individual state/territory responses will NOT be reported publicly.*

\_\_\_ years \_\_\_ months

30. How long have you worked in child care licensing in any position?

*Individual state/territory responses will NOT be reported publicly.*

\_\_\_ years \_\_\_ months

31. Have you previously worked in licensing outside of child care (e.g., youth residential care, senior care)?

*Individual state/territory responses will NOT be reported publicly.*

- a. Yes
- b. No

32. If selected a to Q31, In what area(s)? (Select all that apply)

*Individual state/territory responses will NOT be reported publicly.*

- a. Youth residential homes
- b. Senior care, including assisted living and nursing homes
- c. Food and beverage
- d. Other: \_\_\_\_\_

33. Please indicate any roles you have previously held in child care settings: (Select all that apply)

*Individual state/territory responses will NOT be reported publicly.*

	Director, assistant director, or owner	Teacher or another staff member	Have not worked in this setting
a. Licensed center-based child care program	•	•	•
b. License-exempt center-based child care program	•	•	•
c. Head Start program	•	•	•
d. School-based preschool or pre-K program	•	•	•
e. Licensed family/group child care	•	•	•
f. License-exempt family/group child care	•	•	•

## Characteristics of Child Care licensing Staff

For the following questions, references to “**staff**” refer to any staff that work within the child care licensing unit (e.g., front-line staff, data specialists, managers, administrative or clerical staff).

**Full time equivalent (FTE)** refers to one full-time position or the equivalent of a full-time position. For example, two people each working full-time would be 2.0 FTE; two people, each working half-time would be 1.0 FTE.

34. How many total FTE positions are currently filled in the child care licensing unit?

*Individual state/territory responses will NOT be reported publicly.*

a. \_\_\_\_\_

35. How many total FTE positions are currently vacant in the child care licensing unit?

*Individual state/territory responses will NOT be reported publicly.*

a. \_\_\_\_\_

36. In the past 12 months, about what percent of staff have left and needed to be replaced in the licensing unit?

*Individual state/territory responses will NOT be reported publicly.*

- a. None
- b. 1% – 25%
- c. 26% – 50%
- d. 51% – 75%
- e. Over 75%

37. If response to Q36 is b, c, d, or e, why do you think staff have chosen to leave the licensing unit in the last year? (Select all that apply)

*Individual state/territory responses will NOT be reported publicly.*

- a. Inadequate compensation
- b. No opportunities for advancement
- c. Did not feel respected for their work
- d. Child care challenges for their family
- e. Not enough flexibility
- f. Benefits were not good
- g. Relocating to a different area
- h. Working too many hours
- i. Working too few hours
- j. Too much travel
- k. Retirement
- l. Joining a different unit or department within the government
- m. Concerned about their health and safety or the health and safety of a family member (e.g., COVID exposure)
- n. Job stress
- o. Other: \_\_\_\_\_

38. Current turnover rates in the licensing unit are...  
*Individual state/territory responses will NOT be reported publicly.*
- a. Not a problem
  - b. A small problem
  - c. A moderate problem
  - d. A severe problem

**Professional Development and Other Supports for Front-Line Child care licensing Staff**

The following questions ask specifically about **front-line child care licensing staff**, individuals who routinely conduct licensing inspections of licensed child care programs. They may have other responsibilities as well, as long as one of their jobs is to routinely conduct licensing inspections.

39. What support for professional development does the state/territory licensing unit offer to front-line child care licensing staff? (Select all that apply)  
*Individual state/territory responses will NOT be reported publicly.*
- a. Training or other professional development provided by state/territory staff
  - b. Time set aside regularly (e.g., 2 hours/month) for professional development
  - c. Funding to cover professional development expenses (e.g., registration, travel, membership dues)
  - d. Able to attend professional development during the work day (rather than using personal leave)
  - e. Other: \_\_\_\_\_
  - f. Not applicable. Professional development support is not provided by the state/territory licensing unit.

40. For each option below, indicate whether your state/territory has written guidance for front-line licensing staff on the following:  
*Individual state/territory responses will NOT be reported publicly.*

Written guidance...	Yes	No	Don't know	Not applicable
a. for interpreting licensing rules or regulations				
b. defining compliance, "substantial compliance" or "in good standing"				
c. about when and how best to offer TA				
d. about when to use an abbreviated inspection				
e. about when to move from an abbreviated inspection to a full inspection				



41. Does the licensing unit engage in any of the following processes to support consistency in how front-line licensing staff apply licensing rules and regulations?  
*Individual state/territory responses will NOT be reported publicly.*

	Yes	No
a. Routine team meetings to answer questions and discuss issues		
b. Review of licensing violations to examine patterns across front-line licensing staff (e.g., does someone cite a particular violation much more frequently than others) for training, to evaluate policies, or other purposes		
c. Inter-rater agreement checks (e.g., having two people visit the same program at the same time to collect information) to assess consistency in how front-line licensing staff apply and interpret licensing regulations		
d. Supervisors provide feedback to front-line staff on their reports		
e. Supervisors accompany front-line staff during monitoring inspections to assess practices and interpretation of licensing regulations		

### Role of the Child Care Licensing Unit

We are interested in your perceptions of the role of the child care licensing unit. Please choose how strongly you agree or disagree with each statement below.

42. The child care licensing unit's role is to...

*Individual state/territory responses will NOT be reported publicly.*

- a. Ensure children are cared for in a healthy and safe environment
- b. Support providers
- c. Build relationships with providers
- d. Help providers new to licensing navigate the licensing process
- e. Help existing providers navigate the licensing process
- f. Ensure an adequate supply of licensed programs
- g. Help improve the quality of child care
- h. Ensure that the regulations and laws are enforced
- i. Help providers correct violations
- j. Help reduce the incidence of violations
- k. Help connect providers to resources and supports

(If selected agree or strongly agree to items in Q42...)

43. If you had to choose one, which is the primary purpose of the licensing unit?

*Individual state/territory responses will NOT be reported publicly.*

- a. Ensure children are cared for in a healthy and safe environment
- b. Support providers
- c. Build relationships with providers
- d. Help providers new to licensing navigate the licensing process
- e. Help existing providers navigate the licensing process
- f. Ensure an adequate supply of licensed programs
- g. Help improve the quality of child care
- h. Ensure that the regulations and laws are enforced
- i. Help providers correct violations
- j. Help reduce the incidence of violations
- k. Help connect providers to resources and supports

### Support of the Child Care Licensing unit

44. How strongly do you disagree or agree with the following statements?

*Individual state/territory responses will NOT be reported publicly.*

	Strongly Disagree	Disagree	Neither Agree nor Disagree	Agree	Strongly Agree
a. The state/territory legislature is supportive of the child care licensing unit.					
b. The licensing unit has adequate funding.					
c. The licensing unit needs more staff to meet its goals.					

### Perceptions of Child Care Licensing

By **enforcement actions**, we mean actions that licensing agencies use to address licensing violations. These may include, for instance, fines, revocation of licensure, or probation.

45. How strongly do you disagree or agree with the following statements?

*Individual state/territory responses will NOT be reported publicly.*

	Strongly Disagree	Disagree	Neither Agree nor Disagree	Agree	Strongly Agree
a. The licensing system helps support children's health and safety.					

b. The licensing system helps providers offer higher quality care.					
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46. How strongly do you disagree or agree with the following statements about enforcement actions?

*Individual state/territory responses will NOT be reported publicly.*

	Strongly Disagree	Disagree	Neither Agree nor Disagree	Agree	Strongly Agree
a. The licensing unit has clear guidance about how to decide on enforcement actions					
b. Front-line licensing staff are consistent in how they apply enforcement actions					

47. How strongly do you disagree or agree with the following statements about licensing regulations?

*Individual state/territory responses will NOT be reported publicly.*

	Strongly Disagree	Disagree	Neither Agree nor Disagree	Agree	Strongly Agree
a. I think there are too many licensing regulations					
b. Licensing regulations sometimes conflict with other standards (e.g., QRIS standards/criteria, fire safety requirements, Head Start Program Performance Standards)					
c. Licensing regulations are reasonable to meet for center-based programs					
d. Licensing regulations are reasonable to meet for FCC					
e. Licensing regulations are reasonable to meet for programs serving school-age children					

f. Front-line licensing staff understand all licensing regulations					
g. Front-line licensing staff <b>do not</b> interpret all licensing regulations similarly					
h. Licensing regulations are described in plain language that providers can understand					
i. It is easy to make modifications to licensing regulations					

48. How strongly do you disagree or agree with the following statements about monitoring practices?

*Individual state/territory responses will NOT be reported publicly.*

	Strongly Disagree	Disagree	Neither Agree nor Disagree	Agree	Strongly Agree
a. Front-line licensing staff have reasonable caseloads					

49. If selected a to Q24 or yes to Q25a, what do you think are the licensing unit's primary goals in working with license-exempt providers who receive CCDF subsidy funds? (Select up to two)

*Individual state/territory responses will NOT be reported publicly.*

- a. Ensure children are cared for in a healthy and safe environment
- b. Connect providers to support in the community and state
- c. Support providers in becoming licensed
- d. Help providers reach their goals
- e. Improve the quality of care
- f. Meet CCDF monitoring requirements
- g. Other: \_\_\_\_\_

### Partnership with Families and Providers

50. How strongly do you disagree or agree with the following statements?

*Individual state/territory responses will NOT be reported publicly.*

	Strongly Disagree	Disagree	Neither Agree nor Disagree	Agree	Strongly Agree
a. Families understand the child care licensing unit's work					
b. The licensing unit uses feedback from families to improve the licensing system					
c. Licensed child care providers understand the licensing unit's work					
d. The licensing unit uses feedback from licensed child care providers to improve the licensing system					

51. Has the licensing unit used any of the strategies below to gather feedback from providers and families about licensing within the last 12 months?

*Individual state/territory responses will NOT be reported publicly.*

	Providers	Families
a. [For providers only] Follow-up phone call, survey, or email after inspection	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Don't know	
b. Periodic survey (e.g., once per year)		
c. Feedback form on the licensing website		
d. Members of advisory boards or committees		
e. Host an event to solicit feedback		
f. Other: _____		

### Coordination with Other Entities

52. How strongly do you disagree or agree with the following statements?  
*Individual state/territory responses will NOT be reported publicly.*

The QRIS division/agency...

	Strongly Disagree	Disagree	Neither Agree nor Disagree	Agree	Strongly Agree
a. Understands the child care licensing unit's work					
b. Values the licensing unit's work					
c. Treats licensing staff with respect					

The state/territory pre-K division/agency....

	Strongly Disagree	Disagree	Neither Agree nor Disagree	Agree	Strongly Agree
d. Understands the licensing unit's work					
e. Values the licensing unit's work					
f. Treats licensing staff with respect					

The Child and Adult Care Food Program (CACFP)...

	Strongly Disagree	Disagree	Neither Agree nor Disagree	Agree	Strongly Agree
g. Understands the licensing unit's work					
h. Values the licensing unit's work					
i. Treats licensing staff with respect					

The Head Start Collaboration Office...

	Strongly Disagree	Disagree	Neither Agree nor Disagree	Agree	Strongly Agree
j. Understands the licensing unit's work					
k. Values the licensing unit's work					
l. Treats licensing staff with respect					

The Child Care and Development Fund (CCDF) Subsidy division/agency...

	Strongly Disagree	Disagree	Neither Agree nor Disagree	Agree	Strongly Agree
m. Understands the licensing unit's work					
n. Values the licensing unit's work					
o. Treats licensing staff with respect					

53. How coordinated is child care licensing with other entities in the state/territory child care and early education system?

*Individual state/territory responses will NOT be reported publicly.*

	Not at all coordinated with licensing	Somewhat coordinated with licensing	Very coordinated with licensing	Not applicable
a. Child and Adult Care Food Program (CACFP)				
b. Child Care and Development Fund (CCDF) Subsidy				
c. Child care subsidy outside of CCDF				
d. Individuals with Disabilities Education Act (IDEA) Part B (for preschoolers)				

e. IDEA Part C (Early intervention for babies)				
f. Head Start Collaboration Office				
g. Quality Rating and Improvement System (QRIS)				
h. State pre-K				
i. Public schools				
j. Tribal child care systems				
k. Fire inspectors/departments (state or local)				
l. Health inspectors/departments (state or local)				
m. Building inspectors/departments (state or local)				
n. Local zoning departments				

### Child Care Licensing Data System

54. How strongly do you disagree or agree with the following statements about the child care licensing data system?

*Individual state/territory responses will NOT be reported publicly.*

	Strongly Disagree	Disagree	Neither Agree nor Disagree	Agree	Strongly Agree	Don't Know/ Not applicable
a. The system has all the information we need to support providers (e.g., languages spoken, ages of children served).						
b. The system has all the information we need to support our decision-making about regulations and policies.						
c. Our licensing data are accurate and reliable.						



d. We have a hard time accessing licensing data.						
e. When the legislature or governor’s office asks us a question about licensing, we typically have the information needed and can reply quickly.						
f. We have to “workaround” the limitations of our licensing data system (e.g., do our own calculations, keep some information in a separate spreadsheet).						
g. The data system is well connected with data from other early childhood departments.						

55. To the best of your knowledge, when was the last major update made to the current licensing data system?

*Individual state/territory responses will NOT be reported publicly.*

- a. More than 10 years ago (before 2013)
- b. 5-10 years ago (2013-2018)
- c. 1-4 years ago (2019-2022)
- d. New this year (2023)
- e. We are currently transitioning to a new data system
- f. Don’t know
- g. Other: \_\_\_\_\_

56. Do you have plans to make any major updates to the licensing data system in the next 2 years?

*Individual state/territory responses will NOT be reported publicly.*

- a. Yes
- b. No
- c. Don’t know

**Improvements**

57. What do you think are the top two strengths of the child care licensing system in your state/territory? Please explain.

*Individual state/territory responses will NOT be reported publicly.*

1. \_\_\_\_\_
2. \_\_\_\_\_

58. What do you think are the top two challenges faced by the child care licensing system in your state/territory? Please explain.

*Individual state/territory responses will NOT be reported publicly.*

1. \_\_\_\_\_
2. \_\_\_\_\_

59. How could the child care licensing system be improved to better support front-line licensing staff?

*Individual state/territory responses will NOT be reported publicly.*

- a. \_\_\_\_\_

60. How could the child care licensing system be improved to better support licensed child care providers and the quality of their programs?

*Individual state/territory responses will NOT be reported publicly.*

- a. \_\_\_\_\_

### Demographics

61. In which state/territory do you work?

*Individual state/territory responses will NOT be reported publicly.*

- a. Dropdown of options of all states and territories

62. Which of the following best describes your gender identity?

*Individual state/territory responses will NOT be reported publicly.*

- a. Female
- b. Male
- c. Non-binary, Gender fluid, or Gender expansive
- d. A gender not listed here

63. Are you of Hispanic, Latino/a, or Spanish origin?

*Individual state/territory responses will NOT be reported publicly.*

- a. No, not of Hispanic, Latino/a, or Spanish origin
- b. Yes, Cuban
- c. Yes, Mexican, Mexican American, or Chicano/a
- d. Yes, Puerto Rican
- e. Yes, Another Hispanic, Latino/a, or Spanish origin

64. What is your race? (Select all that apply)

*Individual state/territory responses will NOT be reported publicly.*

- a. American Indian or Alaska Native
- b. Asian Indian
- c. Black or African American

- d. Chinese
- e. Filipino
- f. Guamanian or Chamorro
- g. Japanese
- h. Korean
- i. Native Hawaiian
- j. Samoan
- k. Vietnamese
- l. White
- m. Other Asian
- n. Other Pacific Islander
- o. Other: \_\_\_\_\_

65. Which languages do you speak with providers? (Select all that apply)

*Individual state/territory responses will NOT be reported publicly.*

- a. English
- b. Spanish
- c. Other: \_\_\_\_\_

66. What is the highest degree or level of education you have completed?

*Individual state/territory responses will NOT be reported publicly.*

- a. No high school diploma or equivalent
- b. High school graduate or equivalent (e.g., GED)
- c. Some college credit but no degree
- d. Associate degree (AA, AS)
- e. Bachelor's degree (BA, BS, AB)
- f. Graduate or professional degree (e.g., MA, MS, Ph.D., Ed.D.)
- g. Other: \_\_\_\_\_

67. If selected c- f to Q66, What was your major for the highest degree you have or have studied for?

*Individual state/territory responses will NOT be reported publicly.*

- a. Business
- b. Child development, psychology, or family studies
- c. Early childhood education or early or school-age care
- d. Elementary education
- e. Policy
- f. Public health
- g. Recreation
- h. Social work
- i. Sociology
- j. Special education
- k. Youth development
- l. Other: \_\_\_\_\_

68. If selected c- f to Q66, have you completed any college coursework in early childhood education?  
*Individual state/territory responses will NOT be reported publicly.*

- a. Yes
- b. No

69. Do you have a Child Development Associate (CDA) Credential?  
*Individual state/territory responses will NOT be reported publicly.*

- a. Yes
- b. No

70. Do you have a School-Age or Youth Development Credential?

- a. Yes
- b. No

Thank you for completing this survey! Your responses will help us learn more about child care licensing. Please provide your email address in the field below if you would like to receive the \$25 Amazon gift card.

Email address: \_\_\_\_\_

[SUBMIT]