

## FCCL Child Care Age Distribution Variance Request Checklist

(To be completed with license holder and licensing worker, and to accompany variance request, DHS-7297-ENG).

Provider/License Holder: \_\_\_\_\_

License # and class: \_\_\_\_\_ Date of Request: \_\_\_\_\_

**Instructions:** When requesting a child care age distribution variance request, this checklist is to be completed collectively with the licensor and license holder, submitted to FCCL along with variance request form DHS-7297-ENG, and program documentation outlined in procedure. Dakota County will consider each of these stipulations prior to approving or denying an age distribution variance request. **If one or more of these stipulations are not met**, it is highly probable that Dakota County will deny the age distribution variance request. The decision made by Dakota County is final and **cannot** be appealed.

Stipulation/Requirement	Met	Not Met
1. Child care has been operating for more than two years.		
2. Child care in good standing, no current or pending licensing actions or correction orders.		
3. Currently, nor in past, under investigation for maltreatment, behavioral guidance, infant safe sleep, or health/safety concern.		
4. Has not received an approved age distribution variance within the past 12 consecutive calendar months.		
5. Requesting variance not for an infant.		
6. Requesting age distribution variance for no more than 75 days.		
7. Unable to change class license to a different operating class instead of requesting a variance.		
8. Has developed additional measures to ensure the health and safety of all children in care during variance period. (attach)		
9. Will not have three infants in care without a second adult caregiver, DHS-7297A-Weekly Attendance Schedule.		
10. All caregivers of any classification within program are current on SUID, AHT, CPR, and First Aid training.		
11. Appropriate equipment, accommodations, space, and safe sleep arrangements according to statute 245A have been secured for number of children in care.		
12. Guardians of children in child care have been notified of variance request and/or approval. DHS-7297B Variance Request Notice to Parents.		
13. If approved, license holder agrees to no transport and no additional children enrolled during active variance timeframe.		

Licensors Signature: \_\_\_\_\_