



## Exempt Action Final Regulation Agency Background Document

<b>Agency name</b>	State Board of Social Services
<b>Virginia Administrative Code (VAC) citation</b>	22VAC40-120
<b>Regulation title</b>	Minimum Standards for Licensed Family Day Care Systems
<b>Action title</b>	Information for Licensure-Family Day Systems
<b>Final agency action date</b>	May 17, 2013
<b>Document preparation date</b>	May 17, 2013

When a regulatory action is exempt from executive branch review pursuant to § 2.2-4002 or § 2.2-4006 of the Virginia Administrative Process Act (APA), the agency is encouraged to provide information to the public on the Regulatory Town Hall using this form.

Note: While posting this form on the Town Hall is optional, the agency must comply with requirements of the Virginia Register Act, Executive Orders 14 (2010) and 58 (1999), and the *Virginia Register Form, Style, and Procedure Manual*.

### Summary

*Please provide a brief summary of all regulatory changes, including the rationale behind such changes. Alert the reader to all substantive matters or changes. If applicable, generally describe the existing regulation.*

These regulatory changes will bring the Minimum Standards for Licensed Family Day Systems into conformity with changes made to §§ 63.2-1702 and 63.2-1707 of the Code of Virginia by the 2013 Session of the General Assembly (Chapters 182 and 545 of the 2013 Acts of Assembly).

Subdivision D 3 a of 22VAC40-120-10 is amended to clarify that upon receipt of the initial application, the department's representative will investigate the financial responsibility of the applicant.

Subdivision D 3 b of 22VAC40-120-10 is amended to clarify that the financial records of an initial applicant shall not be subject to inspection if the applicant submits an operating budget and at least one credit reference.

Subdivision D 1 b-d of 22VAC40-120-20, which allows the department to request an audit of the family day system financial records, specifies budget and balance sheet requirements for initial applicants, and specifies evidence required to show financial responsibility, is deleted.

### Statement of final agency action

*Please provide a statement of the final action taken by the agency including (1) the date the action was taken, (2) the name of the agency taking the action, and (3) the title of the regulation.*

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The State Board of Social Services took final action on the Minimum Standards for Licensed Family Day Care Systems, 22VAC40-120, on May 17, 2013.

### Family impact

*Assess the impact of this regulatory action on the institution of the family and family stability.*

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This regulatory action does not have a direct impact on the institution of the family and family stability.