



AITKIN COUNTY HEALTH & HUMAN SERVICES

204 First Street NW
Aitkin, MN 56431

Phone: 800-328-3744/218-927-7200
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Initial Licensing Letter Family Child Care

Aitkin County is responsible for licensing Family Child Care homes in the county. Providers who care for children from more than one family must be licensed. The county conducts orientations, background studies, home interviews, safety checks, recommends licensure, conducts investigations and supports providers in meeting the health and safety needs of the children in the providers' care.

To be licensed by Aitkin County the following must be completed:

- Application Paperwork
- Background Check
- Training Requirements
- Home Visit by a Licensor
- Fire Inspection
- Licensing Fees:
 - Initial Licensing Fee \$50.00
 - Relicensing Fee \$100.00 (every two years)
 - Fire Marshal Fee \$50.00

Once you and your home are in full compliance with Family Child Care licensing rules, the county will recommend that the Minnesota Department of Human Services issue you a license. The licensing process will generally take around 4 months to complete, this can depend on your participation in the process.

Barriers to licensure can include:

- Background checks
 - Everyone in your household 13 and older or working in the daycare must receive clearance.
- Fences
 - Locations near heavy traffic, railroads or water hazards such as ponds, marshes, lakes , pools or water features may require a fence
- Fire inspection and safety requirements
 - You may need to make changes to your home after fire or licensing inspections
- Your house
 - A licensor will check all areas of your house and property for certain safety items.

If you have questions please contact:

Brenda Butterfield
Licensing Worker
218-927-7200

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