

Idaho State Daycare Licensing Application Process

Date of Application

Start date of application is the date the completed and signed application is received by IdahoStars.

45 days prior to six months after the date of application

All documentation submitted and fees paid.

All requirements noted at the bottom of this page must be received, correct, and verified within six months from the date of application. Therefore, all required documentation should be submitted at least 45 days prior to six months after the date of application. This allows time for documentation to be verified and for any deficiencies to be addressed and complied within timeframe requirements. Delays in submitting paperwork may result in insufficient time to process paperwork or give the applicant insufficient time to address any deficiencies noted.

Application Denied

If all requirements noted at the bottom of this page are not received, correct, and verified within six months from the date of application, the application for license will be denied for failure to cooperate with the application process.

Note: Applicants who have been denied are prohibited from reapplying for a daycare license for one year from the date of denial.

The Daycare Licensing Application Includes:

- Ü **Signed and completed application form**
- Ü **Applicable licensure fees paid to Health Department**
- Ü **Documentation of criminal history compliances**
- Ü **Passed Health Inspection**
- Ü **Passed Fire Inspection**
- Ü **Proof facility meets local ordinances**
- Ü **Proof one adult staff member present is certified in pediatric rescue breathing, infant-child CPR, first aid treatment**
- Ü **Proof of liability and fire insurance**
- Ü **Proof of 4 training hours per year, per staff (*Centers only*)**

Please be aware, provisional daycare licenses are no longer being issued. Therefore, new daycare facilities will not be allowed to operate until the application for licensure is complete and a license has been issued.