

Important Notice to Residents in MIT Family Housing Regarding the State Regulation of Child Care Providers

If you take care of a non-related child on a regular basis in your apartment, under Massachusetts state law you must become licensed as a family child care provider. Even if you care for only one child, or care for a friend's child, or provide care for just a few hours each week, you are required to become licensed by the state Office of Child Care Services (OCCS).

Family child care is not babysitting

Babysitting is the care of a child in the *child's own home* and is not licensed; the responsibility for ensuring that the environment is safe belongs to the child's parents. Family child care takes place in the *caregiver's home*; OCCS has established a licensing process to ensure that minimum standards for care and safety are met .

What if I am exempt from licensing?

In Massachusetts, a license is required to provide most child care services. In some circumstances, the caring arrangement may be exempt from licensure and may not require a license. If you believe your childcare program is exempt from licensure, you must complete and submit to OCCS a waiver form called the *Application for Child Care Licensing Exemption*, available on the web at <http://www.qualitychildcare.org>. You are not exempt from licensing unless approval has been granted from OCCS.

Who can become licensed?

Anyone who can certify that they meet the requirements for operating a family child care home can become licensed. Licensing information and application materials are available on the web at <http://www.qualitychildcare.org>, or you may call the Boston regional office of OCCS at 617-472-2881 to request a family child care license application.

Help for family child care at MIT

Family child care is an important service for many MIT student, faculty, and staff families. MIT's Center for Work, Family and Personal Life can help with the licensing process, connect providers with MIT parents interested in care, and offer ongoing assistance with family child care issues. To receive assistance, caregivers must be affiliated with MIT, U.S. citizens or eligible to apply for work permission, and interested in becoming licensed by the state Office of Child Care Services.

If you have questions or wish to find out more, please contact:

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