



RICK SNYDER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

SHELLY EDGERTON  
DIRECTOR

March 15, 2018

Dear Child Care Center Provider,

As you are aware, Michigan's child care law (PA116 of 1973) was amended in 2017 and becomes effective on March 28, 2018. In order to be in compliance with federal laws passed in 2014 we are required to conduct new, more comprehensive background checks. Starting March 28th, fingerprinting will be required for the following individuals:

- **Licensee/ Licensee designee (new fingerprint required)**
- **Child care staff (including minors)**
- **Contractual & self-employed staff of the center**
- **Volunteers (with unsupervised access to children)**

The new federal requirements were generously subsidized by the Michigan Legislature to give each Center up to 16 background checks free of charge. These free background checks are available 3/28/2018 through 9/30/2018 and can ONLY be accessed through the Child Care Background Check System (CCBCS). As an existing provider, you and individuals connected with your facility must complete the new background check no later than 9/30/2018. **There will be no refunds or reimbursements provided for background checks.**

In the next few weeks, you will be receiving a "launch letter" that will provide you with your Licensee Name and Group ID. This information is needed to activate your account within the new CCBCS. All fingerprinting and background checks must be processed and scheduled through this system which can be found at: [www.michigan.gov/ccbc](http://www.michigan.gov/ccbc).

Also, starting March 28, 2018 you will notice the following change: CPR certifications will expire with the date listed on your card. As a licensed child care provider, you are required to receive an annual inspection. If you have any questions about the pending changes, please feel free to contact your licensing consultant or call 517-284-9730.

Sincerely,

Mark C. Jansen  
Director of Child Care Licensing