Child Care Center Licensing Manual
(August 2016)

for use with

COMAR 13A.16 Child Care Centers
(as amended effective 7/20/15)

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COMAR 13A.16.14 ADOLESCENT CENTERS

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.01 Requirements for Approval.

An applicant for a center offering care to children attending a middle school or a junior high school shall:

A. Meet the requirements of this subtitle; or
B. Do both of the following:
   (1) Submit to and receive prior approval from the office of a written plan of operation for the center that meets the intent of the requirements of this subtitle; and
   (2) Operate according to the approved plan.

.02 Plan of Operation.

A plan of operation submitted pursuant to Regulation .01 of this chapter shall include:

A. A definition of the population to be served and the criteria for admission;
B. Center staffing information and a staffing pattern for the program at the center;
C. The space, materials, equipment, and furnishings to be used at the center;
D. The days and hours of operation;
E. Locations other than the center which will be used for activities;
F. Activities to be held at locations other than the center;
G. A method of accounting for children's whereabouts;
H. A method for assuring parental approval for activities held at locations other than the center;
I. A method for having a consistent staff member available to each child;
J. A transportation plan, if necessary; and
K. A nutritional plan as required.

INTENT: A facility established to serve adolescent children must address the particular developmental needs, challenges, and support requirements of that age-group. To accomplish this, the facility must either meet all applicable requirements of COMAR 13A.16 – Child Care Centers, or operate on the basis of an approved service plan that meets the Chapter’s health, safety, and welfare requirements as they apply to an older population.

INSPECTION REPORT ITEM: “Plan of Operation”

COMPLIANCE CRITERIA: The facility:

• Meets all applicable requirements of this Chapter, or
• Has an approved plan of operation and operates in full accordance with it.

ASSESSMENT METHOD: Observe and, as necessary, review facility documentation to determine if:
• The facility complies with all applicable requirements of this Chapter, or

• The facility’s space, staffing, supervision, equipment, activities, procedures, and support services are fully consistent with the approved plan of operation.