

# Minnesota Licensed Child Care Center Outreach Connection – June 2025

## MN Requirements for Licensed Child Care

[Office of the Revisor of Statutes website](#) offers a searchable site to MN Statute, Session Laws and Rules

- [\\*\\*Minnesota Statutes, Chapter 245A \(Human Services Licensing Act\)](#)
- [Rule 3: Minnesota Rules, Chapter 9503 \(Licensure of Child Care Centers\)](#)
- [Minnesota Statutes, Chapter 245C \(Human Services Background Studies Act\)](#)
- [Minnesota Statutes, Section 260E \(Maltreatment of Minors Act\)](#)
- [Minnesota Rules Chapter 9502, Licensing of Day Care Facilities \(Family Child Care\)](#)

*\*\*Please see this information that was released in a [GovDelivery email on November 12, 2024](#):*

In anticipation of family child care and child care center licensing, child care center certification, and child foster care licensing moving to the new Department of Children, Youth, and Families (DCYF) in 2025, the 2024 legislature made technical changes to many parts of statute. Existing licensing and certification standards currently found in Minnesota Statutes, chapter 245A and chapter 245H are moving to new Minnesota Statutes chapters 142B (licensing) and 142C (certification). Requirements found in Minnesota Rules are not moving. The new statute locations will be effective after child care licensing, child care certification, and child foster care licensing transfer from the Department of Human Services (DHS) to DCYF in June 2025. The licensing and certification requirements remain the same, only the location of where to find them is changing. [This document](#) outlines where requirements are currently found and where they will be found in the new chapter of statute.

If you are a provider and have questions about licensing requirements, please contact your licensor.

## Contact Child Care Center Licensing

A licensor is available to answer questions Monday – Friday from 8:00 a.m. to 4:30 p.m. Voicemail messages and emails are answered as promptly as possible.

**Contact:** 651-631-6015 or [dhs.ccc.licensing@state.mn.us](mailto:dhs.ccc.licensing@state.mn.us)

## Legislative information

### Legislative session updates

The regular 2025 legislative session ended on May 19. A special session was needed for the legislature to complete its work. After the legislature completes its work, a legislative implementation plan, outlining any legislative changes that impact licensed child care centers, will be emailed to providers and those subscribed to the [Licensed Child Care Center Listserv](#).

- For ways to stay alert to legislation during session, see information on the [Child Care Aware Minnesota Bill Tracker](#).
- Additionally, to learn more about becoming involved in policy development or to receive policy updates, see [Think Small Public Policy Information](#).

### Transition of child care center licensing requirements to Minnesota Statutes, chapter 142B

Child care center licensing will move to the Department of Children, Youth, and Families (DCYF) on June 18, 2025. Effective June 18, existing licensing standards currently found in Minnesota Statutes, chapter 245A will move to new Minnesota Statutes, chapter 142B. **The requirements remain the same, only the location of where to find them is changing.** Please consult this [statute crosswalk document](#) to help determine where requirements are found. Requirements found in Minnesota Rules will not move. The background study requirements in Minnesota Statutes, chapter 245C and the Maltreatment of Minors Act in Minnesota Statutes, chapter 260E will not move.

## Child Care Regulation Modernization Project

Email the project team: [CCRegModernization.DHS@state.mn.us](mailto:CCRegModernization.DHS@state.mn.us)

Project website: [Child Care Regulation Modernization / Minnesota Department of Human Services \(mn.gov\)](#)

Survey on draft 2 revised licensing standards: [Draft 2 revised licensing standards survey](#)

## Provider Hub

[Provider Hub webpage](#) and [Systems Transformation Initiative webpage](#)

There will be some changes within the Provider Hub for the transition to the Department of Children, Youth, and Families. Certificates will be updated to reflect changes such as statute references and signatures. The State of Minnesota logo will replace the current Department of Human Services logo.

[Sign up to receive Provider Hub updates](#). If you have specific questions on the Provider Hub, visit our webpage at [www.mn.gov/dhs/provider-hub](http://www.mn.gov/dhs/provider-hub), or email the product team at [ccproviderhub.dhs@state.mn.us](mailto:ccproviderhub.dhs@state.mn.us).

- [Provider Hub webpage](#)
- [Provider Hub: Search for Knowledge Articles – Quick Guide \(PDF\)](#)
- [Provider Hub: Licensed Centers Learning Library](#) (article with links to resources on topics)
  - Provider Hub basics

- License application
- Provider actions
- Change requests
- Documents
- Notices of action
- Pay a fine or fee
- Personnel
- User access
- Variances
- [Provider Hub: Licensed Centers Learning Library/change requests](#)
- [Interactive decision tool on change requests](#)
- [Interactive course on how to do foundational tasks in the Provider Hub](#) — Great for new users

## LoginMN

LoginMN is a centralized, secure sign-in system designed to streamline access to digital state services. Once LoginMN is implemented across all public-facing state services, you'll be able to use one account to access all public-facing state services.

The Provider Hub will be one of the first digital services to use LoginMN. By July of 2027, all public-facing state services will use LoginMN, allowing individuals, businesses, vendors, and government employees to access multiple services with a single personal or business username and password.

**No action is required today.** The timeline for LoginMN launch to the Provider Hub is still being defined. When it's ready to launch, you'll need to create a new account with LoginMN, which includes verifying some information and setting up a new password and multi-factor authentication (MFA) for added security. Once you have a LoginMN account, you'll use that to log in to the Provider Hub.

## Great Start Compensation Support Payment Program

The **Great Start Compensation Support Payment Program** is a nation-leading program designed to increase compensation and benefits for child care workers to support the child care industry.

- Eligible providers currently apply each month for Great Start Compensation payments.
- By accepting these payments, providers agree to document how they used the funds and share this information with the State.

## Provider Hub project overview

- Centers licensed or certified by the state transitioned to the Hub in July 2024 and updates have been made to improve the application process.
- A Use of Funds Report is now in the Provider Hub, which supports providers in reporting their program's use and impact.

## Providers not yet in the Provider Hub

- Licensed family child care and tribally licensed programs will continue to receive their applications and Use of Funds Report via email until communicated.

## Great Start Compensation Program feature availability timeline

The Great Start Compensation Program went live last month with two features! The Use of Funds Report (first cycle) and Great Start Compensation Support Phone Line are now in the Provider Hub.

## Great Start Compensation Use of Funds Report in the Provider Hub

- Report the impact of the Great Start Compensation payments
- Improve support for early childhood educators and the child care industry
- Ensure responsible use of funds in Minnesota

## New functionality with the Use of Funds Report

With this new solution in the Provider Hub, providers will be able to:

- Submit reports and view historic reports
- Update their Supplier ID and manage payment preferences
- Download multiple Great Start Compensation payment records at once

## Great Start Compensation \$375/FTE update

- The per Full Time Equivalent (FTE) amount will remain at \$375 for the July 2025 through June 2026 Great Start Compensation rounds.
- One FTE is a staff member who works 32 hours per week.

## Eligibility requirements – STARTING IN JUNE 2025

This program is open to eligible licensed family child care providers, licensed child care centers, certified child care centers and providers licensed by a Tribal Nation. To be eligible for Great Start Compensation Payments, providers must:

- Be licensed or certified by the state of Minnesota or licensed by a Tribal Nation.
- Be in good standing with the state of Minnesota or a Tribal Nation for at least ~~five~~ **ONE** calendar day during the funding period.
- Be open, operating and serving children for at least ~~five~~ **ONE** calendar day during the funding period.
- Serve a minimum number of children on at least ~~five~~ **ONE** calendar day during the funding period.

## Updates from the Licensing team

### Transition to the Department of Children, Youth, and Families

A [GovDelivery email update](#) was sent to all license holders on June 2 regarding Child Care Licensing's transition to the Department of Children, Youth, and Families on June 18, 2025. Visit [OIG's transition website](#) to find more information.

For information on the background, timeline, and related resources, visit the [DCYF website](#). You can also [subscribe to the DCYF Implementation Office newsletter](#) to receive email updates.

#### What's transferring to DCYF:

- Licensed and Certified Child Care Centers
- Family Child Care
- Family Child Foster Care
- Intake and Investigations
- Child Care Regulation Modernization Project
- Program Integrity Oversight: Child Care Audits and Investigations

#### What's staying at DHS:

- Background Studies
  - Work will continue through an interagency agreement.
  - DCYF disqualification reconsiderations will move to DCYF.
- Provider Hub
  - Work will continue through an interagency agreement.
  - Anyone currently using the Provider Hub will continue to use it after licensing transfers to DCYF.

#### What will stay the same:

##### Licensing processes

- There is **no change** to which programs are licensed by the State of Minnesota, and which programs are licensed by counties or private agencies. A license holder's existing DHS **license certificate will remain valid** through the current certification period when the transfer to DCYF occurs. The process for licensing inspections and investigations will remain the same.

##### Connecting with us

- Individual email addresses and phone numbers for Child Care Center Licensing staff
- Existing phone number for Child Care Licensing and Certification: 651-431-6015 (email will change to reflect DCYF – [DCYF.ccc.licensing@state.mn.us](mailto:DCYF.ccc.licensing@state.mn.us))
- Mailing addresses and P.O. boxes (for now)

- The Provider Hub and NETStudy 2.0 contact points will continue to be the same; existing login information and permissions will continue to be the same.

#### Resources and requirements

- DHS licensing webpages will continue to be resources for providers. The website will transition after Licensing moves to DCYF.
- Licensing requirements remain the same:
  - Rule 3
  - Minnesota Statutes, section 245C (Background Studies)
  - Minnesota Statutes, section 260E (Maltreatment of Minors Act)
  - Minnesota Statutes, section 245A (Licensing Act) – the requirements remain the same but are being moved to a new Minnesota Statutes Chapter (142B)

#### What will change:

##### Maltreatment reporting and investigations

- Beginning June 18, child maltreatment reports regarding licensed child care centers should be made to DCYF Intake at 651-539-8222. We are updating the Maltreatment of Minors Mandated Reporting form to reflect the new DCYF Licensing Central Intake contact information. Pending DHS maltreatment investigations in licensed and certified child care settings will move to DCYF jurisdiction and will be completed by DCYF.

#### Increased awareness

Supervision of children in licensed child care centers occurs when a staff person:

- is accountable for the child's care
- can intervene to protect the health and safety of the child
- is within sight and hearing of the child at all times except as described in MN Statutes 245A.02, subd. 18

#### Background study requirements for licensed child care centers

- Enhanced background studies must be completed every **five years**
- Initiated no more than 90 calendar days before the study's expiration date
- Use your provider roster in NETStudy 2.0 to track study expiration dates, that studies are compliant and up to date, and that individuals that are no longer with your program have been separated from the roster.

#### Background study notices:

Study subjects cannot provide direct contact services until a notice is received. Types of notices you may receive:

- More time needed letter
- Clearance letter
- Disqualification letter

## State agency email subscriptions

DHS emails contain updates from child care center licensing, background studies and the child care assistance program. Visit the [Licensed Child Care Centers](#) webpage to subscribe to receive emails from DHS, including the Early Childhood Connector newsletter.

*This handout is intended as an informational resource for child care centers. It is not a source of definitive legal advice about specific issues. This guide contains links to third-party websites as a convenience to its users. The use of these links is not an endorsement as to the accuracy, completeness, usefulness or adequacy of those sites. Third-party websites are not under DHS control. DHS does not assume any responsibility or liability for any information, communications, or materials available at such linked sites, or at any link contained in a linked site. Reference to a third party or third-party website does not necessarily constitute or imply its endorsement, recommendation, or favoring by DHS. This handout is not intended to be a comprehensive collection of all related resources available. The content of this handout is current as of the date published; DHS may update or revise as applicable.*

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