

# NOTICE OF MONITORING RIGHTS – DISCLOSURE VERIFICATION

## Premises Subject to Enter for Monitoring of ADES Certified In-Home Child Care Provider

Client's Name (*Last, First, M.I.*): \_\_\_\_\_ ID Number: \_\_\_\_\_  
 Address (*No., Street*): \_\_\_\_\_ City: \_\_\_\_\_  
 State: \_\_\_\_\_ ZIP Code: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
 Provider Name (*Last, First, M.I.*): \_\_\_\_\_ Provider Number \_\_\_\_\_  
 Provider Phone Number: \_\_\_\_\_

Arizona Department of Economic Security (ADES or the Department) Child Care Administration (CCA) conducts on-site compliance review visits under the authority of 45 CFR Part 98, A.R.S. §§ 46-807 and 46-809, and A.A.C. R6-5-5207(H). The Department must make at least two on-site visits each year to the DES certified in-home providers at the place where child care service is provided.

1. The purpose of the on-site monitoring and inspections is to determine compliance with child care certification requirements pursuant to A.R.S. §46-807 and Title 6, Chapter 5, Article 52 of the Arizona Administrative Code.
2. The ADES/CCA Certification Specialist will enter your home, where child care service is provided, to monitor the DES certified in-home child care provider.
3. No fees are charged for the on-site compliance review visits.
4. Each person interviewed during the compliance review visits will be informed that statements made by the person may be included in the compliance review report.
5. Each person whose conversations are recorded during the monitoring visit will be informed that the conversation is being recorded prior to the start of recording.
6. All state regulated child care providers and ADES Certification Specialists are mandated reporters for suspected child abuse or neglect to Department of Child Safety or the local law enforcement department as required by A.R.S. §13-3620.
7. If you have questions regarding the monitoring or inspection, you may contact:

Name: \_\_\_\_\_ Title: \_\_\_\_\_  
 Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_

The ADES representative reviewed with me the above Notice of Monitoring and Inspection Rights. I have read the disclosures above and aware that a DES Certification Specialist or Supervisor will enter my home at least twice a year to monitor the DES Certified In-Home Provider that I selected.

I understand in order for the ADES Certified In-Home Provider to meet the state requirements, it may require my cooperation especially if the requirements are directly related to health and safety of my children. By signing below, I acknowledge my understanding of the conditions that are attached to having an In-Home Provider as my selected child care provider and that I agree to cooperate my in-home provider's requests in order to meet the Article 52 requirements.

Client's Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 ADES Representative's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Routing: Original – Certification, Yellow – Provider, Pink – Client