

Developmental Home Licensing (DHL) - Frequently Asked Questions

What is a developmental home?

A developmental home is a residential setting in a family home in which the care, physical custody and supervision of a DDD member is the responsibility, under a twenty-four-hour care model, of the licensee. The licensee may provide services for up to three members at a time. Services include room and board, habilitation, providing appropriate personal care and supervision. A Child Developmental Home serves individuals under age 18. An Adult Developmental Home serves individuals age 18 and above.

Can I be licensed as a Developmental Home provider?

You may be eligible for licensure if you:

- Are at least 21 years of age;
- Are lawfully present in the U.S. and reside in Arizona;
- Are of reputable and honest character;
- Are free of medical, physical, or mental health problems that could interfere with the provision of safe care for a child or vulnerable adult;
- Are able to provide a caring, nurturing, and positive home environment;
- Demonstrate maturity and provide a stable home environment;
- Can provide a child or adult with a clean bed, sufficient bedroom space, and age appropriate privacy;
- Obtain a fingerprint clearance card issued by the Arizona Department of Public Safety (required for all adult household members);
- Pass the protective service registry checks;
- Have sufficient income to meet the needs of your family without being dependent on habilitation and room and board payment to make ends meet. Income may include food stamps, TANF, and other reliable sources;
- Have the support and agreement of all household members on the decision to be a developmental home provider
- Participate in and successfully complete pre licensure training, approximately 45 hours.

Where does a person start in becoming a developmental home provider?

Developmental home providers are licensed through one of our [contracted licensing agencies](#). The licensing agency can assist you through the licensing process and submit your application to OLCR. After you are licensed, the agency will provide ongoing monitoring and oversight to ensure compliance with all licensing regulations.

How long will it take for me to become licensed?

The length of time for licensure is controlled, to a large degree, by the applicant. The entire licensing process may take three to six months, depending on your availability and level of motivation. You must obtain a fingerprint clearance card, complete training, permit an OLCR inspection of your home, and participate in interviews and assessments for the home study. Once you've completed the requirements for the licensing process, the licensing agency will submit your application and home study to OLCR for review.

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How much will it cost me to be licensed?

There are no fees charged to apply for licensure. There may be costs associated with meeting the licensing requirements.

I'm single/divorced/widowed. Do I have to be married to be licensed as a foster parent?

Many developmental home providers in Arizona are not married.

Do I need to have parenting experience to be licensed as a developmental home provider?

While parenting experience can be helpful, it's not a requirement. We need responsible people who can make a commitment to provide a safe, caring, and nurturing home. The pre licensing training must be completed by all applicants, regardless of whether they have parenting experience.

I rent an apartment/house; do I have to be a homeowner?

You do not need to own your home in order to be licensed. Many developmental home providers rent their homes and live in apartments.

I have a pool/spa. Does it have to be fenced before I can be licensed?

Pools and spas must be fenced in accordance with the [life-safety standards](#) before a license can be issued.

What is Quick Connect?

Quick Connect is an electronic application system for developmental home licensing. The system is designed for ease in completing and submitting the application on-line. The system permits licensing agencies and applicants to follow the progress of their applications, and to print the resulting license. If you are an applicant or licensee, you will be given a log-on ID and an initial password for the Quick Connect website.

What is the purpose of regulations for licensing and certification by OLCR?

The purpose of regulation for licensing and certification by OLCR is to implement the state's obligation for protection by reducing the risk of predictable harm to children and vulnerable adults living in developmental homes, or receiving home & community-based services. Regulatory standards specify the minimum requirements related to safety; training; background checks; the financial, physical, and emotional fitness of care providers; and the rights of those receiving care or services.

Where can I find the requirements for licensure/certification?

The rules and statutes links on our site will provide links to statutory authority and rules for the regulation of developmental homes, and certified home & community based service (HCBS) providers.

Does OLCR license group homes for individuals with developmental disabilities?

No. Group homes for individuals with developmental disabilities are licensed by the Arizona Department of Health Services.

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What training is available to prepare me to provide developmental home services?

Child developmental home provider complete approximately 45 hours of training prior to receiving a license. Adult developmental home providers complete approximately 20 hours of training prior to receiving a license. There is no charge to applicants for their participation in the training. Additional training is available for licensed foster parents to continue skill building and to meet annual licensing requirements.

Will I need to pass a criminal background check?

Yes. Anyone who contracts with DES to provide services to children or vulnerable adults must have a valid Level One Fingerprint Clearance Card issued by DPS. All applicants applying for Arizona Fingerprint Clearance Cards through the Department of Public Safety are encouraged to read the DPS' [FPCC Applicant Privacy Notice - DPS](#).

Once I receive a fingerprint clearance card, how long is it valid?

Unless your clearance is suspended or revoked, the card expires six (6) years from the date it was issued.

What is the Criminal History Self-Disclosure Affidavit?

The Affidavit is your sworn statement declaring criminal convictions or pending indictments. The Affidavit should be used as a pre-screening tool to determine your fitness before allowing you to have access to children or vulnerable adults. The Affidavit is filled out by you before you are fingerprinted and will be notarized and retained by your agency. If you already possess a valid Clearance Card at the time of your application, you still must complete the Affidavit.

What happens if I have a DUI on my record?

If the DUI is a misdemeanor that occurred less than five (5) years before you applied for a Clearance Card then a driving restriction will be placed on the card, prohibiting you from transporting children or vulnerable adults for your employer.