

POLICY

Cancels: NEW

See also: RCW 43.216.395; PRO 10.1.4; PRO 10.1.25 RCW
43.216; 110-300; 110-305

Approved by: 

POL 10.1.25 MANAGING CHILD CARE FLCA VIOLATION DISPUTE PROCESS

This policy applies to DCYF staff processing requests for Facility Licensing Compliance Agreement (FLCA) disputes.

1. Early Learning Programs May Request a Dispute of a FLCA Within 10 Calendar Days Of The FLCA Being Completed

DCYF shall provide technical assistance about the dispute request process but shall not compose the request for the early learning provider.

2. DCYF Will Not Process A FLCA Dispute Request Involving Any Rule If An Enforcement Action Is Pending That Includes That Enforcement Decision As A Basis For The Action

Enforcement actions include:

- Suspension
- Revocation
- Civil Penalty
- Modifying a license
- Denial

3. Early Learning Providers Must Use DCYF Dispute Request Form

Early learning provider must submit a DCYF Dispute request form *15-880 Child Care FLCA Dispute Request* for approval in the FLCA or via portal.

4. All Levels Of The Community Review Process Must Be Completed And Its Decision Published To The Early Learning Provider Within 30 Calendar Days Of Request

5. FLCA Dispute Requests Are A Top Priority And Must Be Completed As Soon As Possible

6. Community Review Process Team Members Will Be Excused If There Is A Conflict Of Interest Based On Any Previous Work With The Licensee

If a panel member is excused a backup member will be selected by Child Care Licensing Administrator or designee.