UTAH DEPARTMENT OF HEALTH
Bureau of Child Development
Child Care Licensing Program

FEE SCHEDULE

Fee	Description	Amount
License/Certificate Fee	This fee is due for new applications and annual renewals.	**$31.00**
New Center Fee	This is a one-time fee required for new center type applications; including changes of location and additional facility locations.	**$200.00**
Center Per Child Fee	This fee is due for new applications, and annual renewals. It is based on the requested / approved capacity, for example Capacity = 50 children x $1.75 per child = $87.50 Total	**$1.75** per child
Late Renewal Fee	This fee is assessed when a renewal application is received 1-30 days after the expiration of the license/certificate.	**$15.50** (Home & Center) **+ .75** per child (Centers Only)
Background Screening Fee	This fee is due for each covered individual age 12 and over.	**$15.00** each
Fingerprint Processing Fee	This fee is due each time a fingerprint card is required to be submitted.	**$37.00** each
License/Certificate Change Fee	This fee is charged when there are more than two changes to a license/certificate in a licensing year.	**$31.00**
Additional Inspection Fee	For licensed providers: This fee is assessed for each additional inspection required after the first follow-up visit due to noncompliance. For new applicants: This fee is assessed at each additional inspection required for license or certificate approval.	**$25.00** each visit
Conditional Monitoring Fee	This fee is assessed for each conditional monitoring inspection required when a facility is on a conditional license or certificate due to noncompliance.	**$253.00** Centers **$245.00** Home
Civil Money Penalties (CMP)	This fee is assessed when there is consecutive cited noncompliance to the same rule. The amount of the CMP is determined by the noncompliance level.	**$50.00-$100.00** per instance/item

License Exempt, DWS, and FFN (Family, Friend, and Neighbor) Approved Providers

Fee	Description	Amount
Background Screening	This fee is due for each covered individual age 12 and older. (Does not apply to FFN Approved Providers.)	**$15.00** each
Fingerprint Processing Fees	This fee is due for each covered individual age 18 and older. (May apply to FFN Approved Providers, please check with the Background Screening Unit.)	**$37.00** each

PAYMENTS

Checks or Money Orders	Make payable to ***"Utah Department of Health"*** and mail or hand-deliver to one of the Region Offices listed below.
Cash	In the exact amount, cash can be hand-delivered to one of the Region Offices.
Credit / Debit Card	Payment can be made by phone, in person at one of the Region Offices or online. (The total payment amount must be at least $5.00.)

Child Care Licensing, North Region
Mail: PO Box 142003 / SLC, UT 84114-2003
3760 S Highland DR #247 / SLC, UT 84106
Phone: (801) 273-6617 / (888) 287-3704
Fax Number (801) 273-0731

Child Care Licensing, South Region
Mail: PO Box 142003 / SLC, Utah 84114-2003
150 East Center St. #3200 / Provo, UT 84606
Phone: (801) 374-7688 / (800) 894-2588
Fax Number (801) 536-0168

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