



## Gold Seal Accreditation Application 2016-2017 School Year

The Gold Seal Accreditation Application is the first step in becoming a Gold Seal Quality Care Program provider. Once this application has been completed, and the fees paid, you will receive a User Name and Password and be enrolled in the FCCPSA Gold Seal Self-Study Manual/Online Course. Upon satisfactory completion of the course and the payment of the appropriate fees, a Level II Inspection will be scheduled. Once you have achieved accreditation, you will be required to file an annual report to the FCCPSA (fees may apply), and pass a Gold Seal Accreditation renewal inspection every three years.

### Part A: Organization Information    Date of Application \_\_\_\_\_ (Application expires in 6 months)

|  |
|--|
| Organization Name: _____   |
| Physical Address: _____  |
| City: _____    Zip: _____    County: _____                         |
| Mailing Address: (if different) _____                              |
| City: _____    State: _____    Zip: _____    County: _____         |
| Office E-Mail: _____    Email Contact Person: _____                |
| Office Phone: _____    Office Fax: _____                           |
| Name(s) of any other agencies with which you are registered: _____ |
| _____  |
| Web Site URL: _____  |

### Part B: Administrative Contact Information:

|   |
|---|
| Administrator: _____                      |
| Cell Phone: _____    E-Mail: _____        |
| Additional Contact (Name/Position): _____ |
| Cell Phone: _____    E-Mail: _____        |

## Part C: Qualifications for Application

**Check your type of institution and follow the appropriate directions.**

**Section I** *If your institution is one of the following, you are qualified to begin the accreditation process; check the appropriate box and **proceed to Part G: Process and Fees**.*

\_\_\_\_\_ My SCHOOL is currently FCCPSA accredited.

\_\_\_\_\_ My CHILD CARE Facility currently has a Religious Exemption Certificate with FCCPSA.

\_\_\_\_\_ My CHILD CARE Facility is currently licensed with DCF but has a religious component.

**Section II** *If your school is an FCCPSA member school, but not accredited, you must pass a Level I Inspection before you may begin the accreditation process. **Proceed to Part D: Level I Inspection**.*

\_\_\_\_\_ My SCHOOL is currently an FCCPSA Member only but not accredited with FCCPSA.

**Section III** *If your school is not an FCCPSA member school, you must first become a member, then pass a Level I Inspection before you may begin the accreditation process, **Proceed to Part E: School Membership**.*

\_\_\_\_\_ My SCHOOL is not a member of FCCPSA.

**Section IV** *If your Child Care Center has a Religious Exempt Certificate, but not from FCCPSA, you must complete the FCCPSA Exemption Certificate process with FCCPSA before beginning the accreditation process. **Proceed to Part F: Religious Exemption Certificate***

\_\_\_\_\_ My CHILD CARE Facility is Religious Exempt through another organization

Name of organization \_\_\_\_\_

## Part D: Level I Inspection

In order to proceed with this application for Gold Seal Accreditation, your organization will need to complete and pass a preliminary LEVEL I inspection. This assures FCCPSA that your organization can meet the health, safety, and record management standards required for a Gold Seal Accreditation.

1. Level I Inspection Request
2. Fee \$350

For details visit the [FCCPSA](#) website.

*After passing the Level I Inspection **skip to Part G: Process and Fees** to proceed with this application.*

## Part E: School Membership

If your school is not currently a member of FCCPSA, you will need to become a member.

1. Application
2. Fee (based on number of students)

For details visit the [FCCPSA](#) website.

*After securing FCCPSA Membership, **skip to Part E: Level I Inspection** to proceed with this application.*

## PART F: Religious Exemption Certificate

In order to proceed with this application for Gold Seal Accreditation, your organization will need to receive a Religious Exemption Certificate through FCCPSA.

1. Child Care Facilities Application
2. Application Fee: \$200 (one-time non-refundable)
3. Annual Site Visit
4. Annual Site Visit Fee: \$550

For details visit the [FCCPSA](#) website.

*After securing your Religious Exemption Certificate, skip to Part G: Process and Fees to proceed with this application.*

## Part G: Process and Fees

Qualified organizations will:

1. Submit this application along with the \$350 non-refundable fee.
2. Receive a User Name and Password to enter the Gold Seal Self-Study Manual/Online Course.
3. Upon successful completion of the Manual/Course, FCCPSA will schedule a Level II Inspection.
4. Pay the \$600 Level II Inspection Fee. (Large facilities may need a second inspection day of \$300).  
The Child Care Facility will secure the motel stay for the inspector the night prior to the inspection.
5. Receive and enjoy the rights and privileges of Gold Seal Quality Care Program provider.

## Part H: Maintaining Accreditation Notes

Accreditation is an ongoing process and is validated through continual review. To maintain your Gold Seal Accreditation you will be required to follow these steps.

### **For FCCPSA Accredited Schools**

- Maintain FCCPSA Membership and Accreditation
- File Gold Seal Annual Report to FCCPSA (No annual Gold Seal Accreditation Fee)

### **For FCCPSA Member Only Schools**

- Maintain FCCPSA Membership
- File Gold Seal Annual Report and pay Gold Seal Annual Fee of \$300 to FCCPSA

### **For FCCPSA Child Care Facilities/Religious Exemption Status**

- Maintain Religious Exemption Status with FCCPSA
- Continue Religious Exemption Annual Inspection with Annual Fee of \$550
- File Gold Seal Annual Report and pay Annual Gold Seal Fee of \$300 to FCCPSA

### **For Child Care Facility Licensed by DCF with Religious Component**

- File Gold Seal Annual Report and pay Annual Gold Seal Fee of \$300 to FCCPSA

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Please return this signed form with your payment to:

FCCPSA  
P.O. Box 5100  
Deltona, FL 32728-5100

If you have any questions,  
please call or email the office:  
**Joe Gibilisco, President**  
(386) 218-5310  
[joe.gibilisco@fccpsa.org](mailto:joe.gibilisco@fccpsa.org)