



# COMMONWEALTH of VIRGINIA

DEPARTMENT OF EDUCATION  
P.O. BOX 2120  
RICHMOND, VA 23218-2120

DATE: May 17, 2023

TO: Voluntarily Registered Family Day Homes, Religious Exempt Child Day Centers, Certified Preschools, Unlicensed Subsidy Approved Child Day Programs

FROM: Jeffrey Williams, Director of the Office of Child Care Health and Safety

SUBJECT: Fingerprint Based Background Check Fees

The Virginia Department of Education (VDOE) Office of Child Care Health and Safety (OCCHS) recognizes that child care programs continue to face significant financial burdens while serving children and families. VDOE is committed to supporting providers as we proceed down the path of returning to normalcy in the Commonwealth.

## *Fingerprint based background check fees*

VDOE will continue to cover the cost of fingerprint based criminal history searches for individuals in child day programs and family day systems who are required to be fingerprinted. VDOE will pay for fingerprint based criminal history searches obtained through FieldPrint through June 30, 2024.

Child care providers are encouraged to be proactive planning for future budgetary expenses. When developing your budget beyond June of 2024, refer to the fingerprint fees below for planning purposes:

Individuals for whom requests may be made	Cost
Employees, applicants, agents, caregivers, approved providers in a family day system and household members	\$59.00
Volunteers	\$39.00

We recognize that this has been a difficult year for many. We thank you for your commitment to children and families in the Commonwealth. Please don't hesitate to reach out to your licensing inspector or the OCCHS licensing team at [childcarelicensing@doe.virginia.gov](mailto:childcarelicensing@doe.virginia.gov) if you have questions or need assistance.