



STATE OF WEST VIRGINIA  
DEPARTMENT OF HEALTH AND HUMAN RESOURCES

FILED

2020 MAR 25 A 8:35

Bill J. Crouch  
Cabinet Secretary

OFFICE WEST VIRGINIA  
SECRETARY OF STATE

MEMORANDUM

**DATE:** March 24, 2020

**TO:** Mac Warner  
Secretary of State

**FROM:** Bill J. Crouch, Cabinet Secretary *BJC*  
Department of Health and Human Resources

**RE:** Family Child Care Facility Licensing Requirements  
W. Va. C.S.R. §78-18

The Bureau for Children and Families of the Department of Health and Human Resources requests that W. Va. C.S.R. §78-18 be temporarily suspended in part effective immediately pursuant to W. Va. Code §15-5-6(c)(7) and the State of Emergency declared by Governor Justice on March 16, 2020, and Executive Order No. 9-20.

W. Va. C.S.R. §78-18 establishes and sets forth the requirements for family child care facilities in West Virginia. Strict compliance with the rule will hinder and delay necessary action in coping with the emergency declared by the Governor.

Specifically, the Bureau for Children and Families requests the suspension of W. Va. C.S.R. §78-18 in so far as it conflicts with the critical child care sites program as set forth in a memorandum, dated March 24, 2020, attached hereto and made a part hereof. Where there is no conflict, the rule shall remain in effect.

If granted, the Bureau for Children and Families further requests that the rule be suspended until such time as the State of Emergency is lifted.