

Foster care: Three-year license

Purpose

This document is provided as guidance and is not a legal document. It does not override or replace the need to be familiar with rules. Current rules may be found on the [DLBC website](#).

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What is a foster care three-year license?

In the state of Utah, a **3-year foster care license** is an earned renewal status for foster parents who have maintained a clean compliance record for at least **two consecutive years**. This longer licensing period is designed to streamline the process for experienced foster homes with a longstanding compliance record to health and safety standards.

Benefits of a three-year license

One of the primary benefits of the 3-year license is reduced oversight. The Office of Licensing generally will not conduct announced or unannounced on-site inspections for these homes within the 3-year period, unless:

- There is a reported safety concern in the home.



- The licensee has had no placements for more than 12 consecutive months and wants to take a new placement.
- An inspection is necessary to monitor a "material change" (e.g., a move or change in household composition).

Am I eligible for a three-year license?

To qualify for a 3-year license, a foster parent must meet the following criteria:

- **Continuous Licensure:** Must have been continually licensed by the Office of Licensing (OL) for two or more consecutive years.
- **Compliance Record:** Must have no penalties or citations of noncompliance during that two-year period.
- **Exclusions:** This 3-year term does not apply to child-placing foster care agencies or homes certified under a child-placing license.

What are the requirements to maintain my three-year license?

To maintain a 3-year license, certain annual obligations remain:

- **Annual Updates:** Licensees must still submit annual update information to ensure the OL has accurate records of the home and family members. Foster providers will receive reminders to submit the required annual update information via email from Binti at 90, 60, and 30 days before the annual update information due date. Licensees must submit the following information annually:
 - The annual update should include any changes in the home including:
 - loss or gain of employment,
 - change in marital status,
 - changes of person living in the home,
 - other changes that may affect a foster child's well-being.
 - Background checks for all household members 12 years of age or older.
 - Foster providers will be required to submit their annual update information through Binti.



What are the reasons the office would need to inspect my home before the three-year license expires?

- **Placement Gaps:** If your home has had no foster child placed in your home for 12+ months since the last inspection, your licenser must inspect the home within 30 days of a foster child being placed in your home.
- **Sanctions:** If the Office of Licensing has issued a citation for noncompliance to foster care rules or your license has conditions, is suspended, or revoked, the office may inspect on a routine basis to ensure compliance. Please be advised that any rule noncompliance may result in your 3-year license being reverted to a 1-year license.
- **Reported Changes:** Upon notification of a change in the foster family's circumstances, your licenser will inspect the home as soon as practicable.
- **Health & Safety Reports:** If a concern is reported, an inspection may be conducted immediately.

What happens if I do not meet the requirements to maintain a three-year license?

If you do not meet the requirements to maintain a 3-year foster license or you receive a citation of noncompliance, your license will change to a traditional license with a 1-year expiration date.

