



Licensing Insights

INTRODUCTION TO COMMUNITY CARE FACILITY LICENSING

The purpose of the Community Care Facility Licensing (CCFL) program is to protect and promote the health, safety, well-being, and dignity of vulnerable children, youth, adults, and seniors in licensed community care facilities. This is done through education, assessment, monitoring, inspecting, and investigating.

Our authority comes from provincial legislation which establishes minimum standards to protect persons in licensed child care and residential care facilities. The *Community Care and Assisted Living Act (CCALA)*, Child Care Licensing Regulation (CCLR), and Residential Care Regulation (RCR) set these standards of protection for persons in care. When care services fall below these minimum standards, persons in care may be at risk.

The Community Care Facility Licensing program works collaboratively with licensees and facility employees to ensure the standards in legislation are met within the Northern Health region. We partner with other agencies and professionals such as environmental health officers, fire prevention officers, nutritionists, injury prevention programs, and infection control to provide consultations and support to applicants and licensees.

What is a community care facility and who needs to have a licence to operate?

A community care facility is a premises, or part of a premises, where care is provided to three (3) or more persons, not related by blood or marriage to the caregiver.

The CCALA outlines the prescribed programs which require facilities to be licensed when care is provided to three (3) or more children, youth, or adults. Adults may require care because of family circumstances, age, disability, illness, frailty, and are dependent on care givers for continuing assistance or direction.



How do I apply for a licence?

The process to become licensed is located on the [Community Care Facility Licensing | Northern Health](#) website or can be provided by a licensing officer. The details on the Licensing application process are also outlined in the [Child Care Licensing Regulation](#) and the [Residential Care Regulation](#) under “Schedule B.”

By applying for a licence, you’re requesting permission to operate a community care facility under a specific set of criteria such as service type, maximum capacity, business structure, and name of facility. Applying for a community care facility licence is also your agreement to comply with the legislative standards on an ongoing basis.

Northern Health licensing officers will work with you through the application process, which includes an assessment of

- the indoor and outdoor area(s) of the facility to make sure they meet health and safety standards.
- the proposed operations of the facility, including its policies and procedures.
- the applicant to ensure their character, personality, ability, temperament, training experience, qualifications and skills enable them to carry out the assigned duties as outlined in the Act and regulations.

Where can I find more information on Community Care Facility Licensing?



If you have any questions, or if you would like to attend an information session on the steps to obtaining a licence, please contact Licensing to speak to a licensing officer at 1.844.845.4200 or licensingconnect@northernhealth.ca.

SCAN ME

For more information about the Community Care Facility Licensing program and to view the legislation visit the [Community Care Facility Licensing | Northern Health](#) website.