



Liability Insurance Requirements for Licensed Operations, Registered Child Care Homes, and Listed Family Homes

On August 16, 2019 and December 16, 2020, Child Care Regulation (CCR) sent emails to notify operations of new requirements regarding liability insurance resulting from [Senate Bill \(S.B.\) 568](#), a bill passed during the 86th Texas Legislative Session (2019).

CCR developed the technological processes to support implementation of portions of S.B. 568 in December 2020 and has now adopted the rules necessary to implement portions of the bill relating to liability insurance. This document outlines the actions you will need to take to comply with newly adopted minimum standards and rules in 26 Texas Administrative Code Chapter 745 relating to liability insurance. The information below explains the specific requirements as well as the action(s) you will need to take in order to comply.

Requirements for Liability Insurance:

Licensed operations, registered child-care homes, and listed family homes must:

- provide proof of liability insurance to CCR and verify coverage annually; and
- notify all parents/guardians and CCR if the provider does not provide liability insurance or discontinues coverage.

How to Comply:

- Annually verify information regarding your liability insurance through your online provider account on the Liability Insurance History page; by submitting Form 2962, Verification of Liability Insurance; or by sending the information required by Form 2962 to your CCR inspector. This annual verification is required no later than the anniversary date of your permit issuance (licensed operations) or full permit issuance (registered and listed operations). You will receive a message on the message board in your online provider account when this annual verification is due.

- By the same timeframe as the annual verification of insurance, submit to CCR documentation from your insurance company verifying your coverage.
- Notify all parents/guardians in writing if you do not carry liability insurance, or within 14 days if you discontinue coverage.
- You may, but are not required to, verify with CCR that you have notified parents as required by checking the corresponding indicator on the Liability Insurance History page in your online provider account.

Additional Resources:

- To help you learn about the changes to your online provider account, see the [Viewing and Updating Liability Insurance Information tip sheet](#).
- CCR has created a [Parental Notification of Lack of Liability Insurance](#) form you may use.
- The parental notification verification field states that CCR may issue an administrative penalty for failure to notify parents as required. However, CCR will not be issuing penalties until a later date and will provide more information prior to that time.

If you have any questions, please reach out to your CCR inspector or your local [CCR office](#).