VIRGINIA DEPARTMENT OF SOCIAL SERVICES
DIVISION OF LICENSING PROGRAMS
CONTACT INFORMATION

LICENSING INFORMATION PHONE LINE:
For information on training or filing complaints call Licensing’s statewide toll-free number: 1-800-KIDS-LIL/ (1-800-543-7545)

For the Richmond area only, call (804) 692-2394, www.dss.virginia.gov

VDSS Regulated Settings: Child Day Centers, Family Day Homes, Assisted Living Facilities, Adult Day Care Centers, Children’s Residential Programs, and Private Adoption and Foster Care Agencies.

PLEASE CONTACT THE LICENSING OFFICE SERVING YOUR AREA (AS LISTED BELOW) FOR INFORMATION AND ASSISTANCE WITH LICENSING RELATED INQUIRIES:

HOME OFFICE
Virginia Department of Social Services
Division of Licensing Programs
801 East Main Street, 9th Floor
Richmond, Virginia 23219-2901
Tel: (804) 726-7154, Fax: (804) 726-7132

CENTRAL LICENSING OFFICE
(CHILD WELFARE LICENSING ALSO AT THIS ADDRESS)
1604 Santa Rosa Road, Suite 130, Richmond, Virginia 23229-5008
Tel: (804) 662-9743, Fax: (804) 662-7023
Counties: Amelia, Brunswick, Caroline, Chesterfield, Cumberland
 Dinwiddie, Essex, Goochland, Hanover, Henrico, King & Queen, King George, King William, Lancaster, Lunenburg, Mecklenburg,
 Northumberland, Nottaway, Powhatan, Richmond, Westmoreland.
Adult Only: Louisa & Fluvanna
Cities: Blackstone, Colonial Heights, Farmville, Lawrenceville,
Petersburg, Richmond, Westpoint. Adult Only: Albermarle & Charlottsville.

EASTERN LICENSING OFFICE
Pembroke Office Park
291 Independence Boulevard
Pembroke IV Office Building, Suite 300
Virginia Beach, Virginia 23462-5496
Tel: (757) 491-3900, Fax: (757) 552-1832
Counties: Accomack, Northampton, Children’s Only: Greenville,
(Emporia), Isle of Wight, Southampton
Cities: Chesapeake, Emporia, Franklin, Norfolk, Portsmouth
Suffolk, Virginia Beach

PENINSULA LICENSING OFFICE
2600 Washington Avenue, Suite 202, Newport News, Virginia 23607
Tel: (757) 247-8020, Fax: (757) 247-8024
Counties: Charles City, Gloucester, James City, Mathews, Middlesex
 New Kent, Prince George, Surry, Sussex, York
Cities: Hampton, Hopewell, Newport News, Poquoson, Williamsburg

NORTHERN LICENSING OFFICE
170 West Shirley Avenue, Suite 200
Warrenton, Virginia 20186
Tel: (540) 347-6345, Fax: (540) 347-6304
Counties: Fauquier, Prince William, Rappahannock,
 Spotsylvania, Stafford. Adult Only: Culpepper
Cities: Fredericksburg, Manassas, Manassas Park,
 Woodbridge, Dale City

FAIRFAX LICENSING OFFICE
3701 Pender Drive, Suite 125, Fairfax, Virginia 22030
Tel: (703) 934-1505, Fax: (703) 934-1558
Counties: Arlington, Loudon, Fairfax
Cities: Alexandria, Annandale, Centreville, Fairfax, Falls Church, Herndon

VALLEY LICENSING OFFICE
Augusta Professional Park
57 Beam Lane, Suite 303, Fishersville, Virginia 22939-2206
Tel: (540) 332-2330, Fax: (540) 332-7748
Counties: Augusta, Clarke, Frederick, Greene, Highland,
 Madison, Orange, Page, Rockingham, Shenandoah, Warren
Cities: Harrisonburg, Staunton, Waynesboro, Winchester
Children’s Only: Albemarle, Charlottesville, Louisa
Fluvanna & Culpepper

PIEDMONT LICENSING OFFICE
1351 Hershberger Road, Suite 210, Roanoke, Virginia 24012
Tel: (540) 204-9632, Fax: (540) 561-7536
Counties: Alleghany, Amherst, Appomattox, Bath, Bedford,
 Botetourt, Buckingham, Campbell, Craig, Franklin, Halifax,
 Henry, Nelson, Patrick, Pittsylvania, Prince Edward, Roanoke,
 Rockbridge, South Boston. Cities: Bedford, Buena Vista,
 Charlotte, Clifton Forge, Covington, Danville, Lexington,
 Lynchburg, Martinsville, Prince Edward, Roanoke, Salem

WESTERN LICENSING OFFICE
190 Patton Street, Abingdon, Virginia 24210
Tel: (276) 676-5490, Fax: (276) 676-5621
Counties: Bland, Buchanan, Carroll, Dickenson, Floyd, Giles,
 Grayson, Lee, Montgomery, Pulaski, Russell, Scott, Smyth,
Cities: Blacksburg, Christiansburg, Bristol, Galax, Norton,
Radford.

Licensing Main Contacts - Rvsd 07/18/11, ADG