

**CHILD CARE PROVIDER REQUIREMENTS AND CHECKLIST**

**NO INDIVIDUALS; AGENCIES ONLY**

**INSURANCE REQUIREMENTS:**

- General Liability: Provider must have a minimum of \$1,000,000 per occurrence and \$2,000,000 aggregate. Provider must provide evidence of General Liability coverage prior to contracting with First 5 LA. Once accepted as a contractor Provider must name “Los Angeles County Children and Families First – Proposition 10 Commission” (or if abbreviated, “LA Cty Prop 10 Commn.”) as an additional insured on its General Liability Certificate. A certificate of insurance evidencing such coverage must be maintained at Provider’s site and submitted to First 5 LA prior to rendering services.
- Worker’s Compensation: Provider must have at least \$2,000,000 worker’s compensation insurance as mandated by California statutory.

**MINIMUM CHILD TO PROVIDER RATIO:** Provider must provide a sample of child: adult ratios that will be used for child care services. *A minimum of 2 staff will be required for each group of children, or separate classroom.*

*Example*

Infants	Toddlers	Preschoolers	Mixed Ages	Ages 6 and Over
1 adult per 4 infants	1 adult for 6-8 children 2 adults for 9-14 children			1 adult for 10 children

**BACKGROUND CLEARANCE:**

- Criminal Background Check: Provider’s staff involved in providing child care services must have documentation of a completed and satisfactory criminal background check on file with the Provider prior to rendering services.

**HEALTH CLEARANCE:**

- TB Screening: All staff providing direct child care services must have a negative TB screen within the past 12 months.
- CPR/First Aide Certification: A minimum of one staff per room must have current certification in CPR/First Aide; preferably Infant and Child certification.

**PARENTAL CONSENT/WAIVER:**

**See attached “GENERAL RELEASE, WAIVER AND HOLD HARMLESS, FOR TEMPORARY CHILD CARE SERVICES” Document**

**PAYMENT:**

\$250.00	2 persons	3 hours	\$75 each additional hour
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**DAY OF REGISTRATION:**

- Parent signs child waiver during registration.