

6



Environmental Protection and Growth Management Department
Environmental and Consumer Protection Division
Child Care Licensing and Enforcement Section
1 North University Drive • Plantation, Florida 33324 • 954-357-4800

PERSONNEL RECORD

Child Care Provider _____

License/Registration Number _____

Name _____ Phone _____

Address _____ Date of Birth _____ Sex _____

Date of Employment _____

Emergency Contact _____ Relationship _____

Address _____ Phone _____

CHECK ONE: Operator / Provider Substitute Alternate Substitute
 Employee Volunteer Other

Work Schedule:

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday

Hours Worked Daily: _____ Hours Worked Weekly: _____

Hours Worked Monthly: _____ Hours Worked Yearly: _____

TRAINING	ENROLLMENT	INITIATION	COMPLETION	CERTIFICATE #	EXPIRATION
40 Hours					N/A
5 Hr Literacy					N/A
6 Hours					N/A
Infant					N/A
Large 10 Hrs					N/A
CDA	N/A	N/A			

***Form must be kept on file.**