



## Child's File Checklist (Family Child Care Homes)

- \_\_\_\_\_ Enrollment Form #1 or its equivalent with:  
(child's date of birth/ date of enrollment /parent signature)
- \_\_\_\_\_ Password
- \_\_\_\_\_ Authorization for Emergency Medical Treatment (notarized)
- \_\_\_\_\_ Authorization for Medication #5 (if applicable)
- \_\_\_\_\_ Alternate Nutrition Plan (if applicable)
- \_\_\_\_\_ Discipline Policy including expulsion policy (signed by parents)
- \_\_\_\_\_ Hours of Operation
- \_\_\_\_\_ Swim Central signed form (with date faxed/copy mailed)
- \_\_\_\_\_ Immunization record #680
- \_\_\_\_\_ Statement of Good Health #3040
- \_\_\_\_\_ Family Day Care Home Provider statement  
(Signed statement that parent has received pamphlet)
- \_\_\_\_\_ Accident / Incident reports #4 (if applicable)
- \_\_\_\_\_ Influenza Virus Form
- \_\_\_\_\_ Field Trip Permission Form (if applicable)
- \_\_\_\_\_ Animal Disclosure Form
- \_\_\_\_\_ Smoking/e-cigarettes/Vaping Disclosure Form
- \_\_\_\_\_ Notification of religious exemption
- \_\_\_\_\_ Distracted Adult Flyer signed by Parent in April and September
- \_\_\_\_\_ Parent consent for provider to access child's records