STATE OF CONNECTICUT

TO: Family Child Care Home Applicants

FROM: Licensing Division

Thank-you for your interest in Family Child Care Home licensing. The Initial Application for licensure is designed to meet the requirements of the Regulations for Connecticut State Agencies for Family Child Care Homes, Sections 19a-87b-1 through 19a-87b-18, inclusive. Please retain one copy of the completed application for your own records.

The Initial Application for the licensure packet consists of:

1. Coordinating Check List

2. Initial Application Fee Form - Make your check payable to “Treasurer State of Connecticut”. This fee is not refundable

3. Initial Application for Licensure – be sure to answer all the questions completely, including signing the attestation that you have read and understand the Regulations.

4. Foster Care or Adoption Verification Form

5. Adult Medical Statement for Child Care

6. CT Early Childhood Health Assessment Record (for children ages birth to 5) or Health Assessment Record (for school age children)

7. References

8. Lead Water Test

9. Background checks are required for each household member 18 years of age or older. To complete your background checks, please visit the website at https://resources.211childcare.org/backgroundcheck/ and choose the provider type that applies to you. If you have questions regarding the background check process, please contact the Background Check Information System (BCIS) at https://helpdesk.oecit.org/

Once your application is complete, we will contact you to schedule an inspection of your home. During the inspection we will discuss the Family Child Care Home Regulations with you, answer any questions you may have and make sure your home complies with the Regulations. Note: We cannot schedule an inspection of your home until your application is complete.

Please read and be familiar with the Regulations before your appointment. You can access them online at: www.ct.gov/oec or call 800-282-6063 to request a copy in the mail. In addition, please view our on-line videos titled; How to Become a Licensed Family Child Care Provider and Maintaining Compliance: Family Child Care Homes. These video will provide you with valuable information.

Phone: (860) 500-4450 · Fax: (860) 326-0552
450 Columbus Boulevard, Suite 302
Hartford, Connecticut 06103
www.ct.gov/oec
Coordinating Check List for Initial Family Child Care Home Application

Provider Name _________________________________   Town ___________________

☐ Application

☐ Application Fee

☐ Application Fee Form

☐ Foster Care or Adoption Verification Form - required if you have ever applied for, held or currently hold a foster care or adoption license in CT or any other state.

☐ Adult Medical Statement for Child Care - for each household members 18 years of age or older. Physical examination must have been within the past year.

☐ CT Early Childhood Health Assessment Record (for children ages birth to 5) or Health Assessment Record (for school age children) - for each household member under 18 years of age. Physical examination must have been within the past year or up to date with the school’s requirement and immunizations must be up to date.

☐ References - submit three Request for Reference Forms that are complete, current and signed by individuals (no more than one relative) who have known you for at least three years.

☐ Certificate for Approved First Aid Training - a copy of a certificate documenting current certification by the American Red Cross, the American Heart Association, the National Safety Council, American Safety and Health Institute, or Medic First Aid International, Inc. or a current certification based on a first aid course approved on or before March 17, 2018 by the Office.

☐ Certificates for Approved CPR Training - a copy of a certificate documenting current certification in CPR appropriate for all of the children to be served at the family child care home.

☐ Background Checks   ☐ State & Federal Fingerprint Cards   ☐ DCF

☐ Lead water test - a lead water test conducted no more than twelve months prior to the date of this application, analyzed by a state certified laboratory (found at this website: https://portal.ct.gov/DPH/Environmental-Health/Environmental-Laboratory-Certification/Environmental-Laboratory-Certification) from a sink used for drinking, beverage and food prep. The water shall have been standing in plumbing pipes at least six hours (Section 19a-87b-9i).

☐ Well (Bacteria and Chemical) Water Test - If you have a well, you must submit a well water test by a state certified laboratory completed within the past year. (Refer to Regulation Section 19a-87b-9(i) for a list of required tests.

☐ Auxiliary heating device Inspection Report - if you have auxiliary heating (i.e., wood stove, pellet stove, gas insert), it must be inspected and approved for proper and safe installation.
Initial Application Fee Form

The licensing fee along with this Initial Application Fee Invoice Form is due with your application to obtain a child care license. **THE FEE IS NON-REFUNDABLE.**

Please complete items 1 through 10 of this form. If you have questions, call the licensing office at 1-800-282-6063 or (860)500-4450. Make your payment by check or money order payable to: TREASURER-STATE OF CONNECTICUT. Mail this form along with your payment and application to the Connecticut Office of Early Childhood, 450 Columbus Boulevard, Suite 302, Hartford, CT 06103.

1. Name of Applicant: ____________________________________________________________
   (Legal Operator)

2. Program Name: ________________________________________________________________
   (Applicable For Group/Center Only)

3. Program Location Address:
   __________________________________________, ________________________
   Street Address       City/Town       Zip Code

4. Program Phone Number: (_____) ______ -_________      Program Fax Number: (_____) ______ -_________

5. Mailing Address (if different):
   __________________________________________, CT _______________________________
   Street Address       City/Town       Zip Code

6. Program E-mail Address: ______________________________________________________

7. Enclosed Check/Money Order: $_________ Check #: __________      Check Date: ____/____/_____ 

8. Social Security #: ___________________________ Federal Employer ID ________-_________
   (3 digits)       (2 digits)       (4 digits)       (2 digits)       (7 digits)

9. **Proof of Worker’s Compensation Insurance:** Do you hire employees in your program that require Worker’s Compensation? ☐ Yes ☐ No     If yes, please complete the following:

   Name of Insurer ___________________________ Insurance Policy # ______________
   Effective Dates of Worker’s Compensation Coverage _____/____/_____ to _____/____/_____ 

10. Payment is for the following type of license: (check one box below)

<table>
<thead>
<tr>
<th>Child Care Center</th>
<th>Group Care Home</th>
<th>Family Care Home</th>
</tr>
</thead>
<tbody>
<tr>
<td>(Account #42431)</td>
<td>(Account #42431)</td>
<td>(Account #42431)</td>
</tr>
<tr>
<td>☐ 4-year license (new program) $500.00</td>
<td>☐ 4-year license (new program) $250.00</td>
<td>☐ 4-year license (new provider) $40.00</td>
</tr>
</tbody>
</table>
Connecticut Office of Early Childhood
Family Child Care Home

Initial Application for Licensure

GENERAL INFORMATION
Please type or print. Use an extra page if necessary.

1. Applicant’s Name: __________________________     _______________     ___________________
   first                      middle              last

2. Date of Birth: ___________________________     Home Telephone: (_____) _________________________
   Work Telephone: (_____) _________________________
   Cell Telephone: (_____) _________________________

3. List all former names you have been known by:
   __________________________________________________________
   __________________________________________________________

4. Location/Street Address: __________________________________________

5. City, Town, Zip: _____________________________     CT     __________
   _____________________________     city/town     __________     zip code
   Mailing Address (if different): ____________________________________________

6. List all your addresses for the past five years:
   __________________________________________________________
   __________________________________________________________
   __________________________________________________________
   __________________________________________________________

7. What is your primary language? __________________________

8. □ Yes □ No  Have you ever applied for or held a child day care license in Connecticut or in any other state? If yes:
   When and where (what address)? __________________________________________
   License # __________________________________________
   Licensing Agency Name: __________________________________________
   Licensing Agency contact information (Address, Telephone number, email): __________
   __________________________________________
   __________________________________________

1
9. □ Yes □ No Have you ever applied for, held, or currently hold a foster care or adoption license in Connecticut or any other state? If yes, you are required to ensure that the enclosed “Foster Care or Adoption License Verification” form is completed by the respective Foster Care Licensing Agency and forwarded to the Office of Early Childhood.

10. □ Yes □ No Have you ever been disciplined, terminated or put on probation from any position you held for child care? If yes, please explain:

______________________________________________________________________________________________

Program Name: __________________________________________________________
Program Address: __________________________________________________________
Program Telephone Number: ________________________________________________

11. □ Yes □ No Are you currently employed outside of home? If yes, describe the job and your hours of employment:

______________________________________________________________________________________________

12. □ Yes □ No Do you plan to continue outside employment after you are licensed/approved? If yes, please explain:

______________________________________________________________________________________________

13. What will be your customary business hours?

<table>
<thead>
<tr>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
<th>Thursday</th>
<th>Friday</th>
<th>Saturday</th>
<th>Sunday</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

14. Identify an emergency back-up caregiver, a responsible adult (at least 20 years of age) who is able to arrive at the facility within fifteen (15) minutes:

Name: ____________________________ Phone (______) ____________________________
Street Address: ____________________ City/Town: ______________ State: ______ Zip Code: ______
Work Address: ____________________ City/Town: ______________ State: ______ Zip Code: ______
15. Please list all the adults and children who reside in the family child care home (INCLUDING YOURSELF):

<table>
<thead>
<tr>
<th>Full Name</th>
<th>Relation to You</th>
<th>Date of Birth</th>
<th>Times Present in the Home per Day (Please be very specific)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

16. ☐ Yes ☐ No  Do you, or any person living in the home used for child care, have any known medical or emotional illness or disorder that would pose a risk to children in care or would interfere with or jeopardize providing them with proper care? If yes, please explain:

________________________________________________________________
________________________________________________________________
________________________________________________________________

17. ☐ Yes ☐ No  Do you, or any person living in the home used for child care, take any medication(s) that would affect your ability to provide for the proper care of children? If yes, please explain:

________________________________________________________________
________________________________________________________________
________________________________________________________________

18. List all staff (assistants and substitutes) in the family child care home. (All staff must be pre-approved by the Agency. Please request a staff application if you intend on using individuals as staff to work at your program.)

<table>
<thead>
<tr>
<th>Name</th>
<th>Complete Mailing Address Including Zip Code</th>
<th>Telephone #</th>
<th>Expiration Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>(  )</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>(  )</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>(  )</td>
<td></td>
</tr>
</tbody>
</table>
19.  □ Yes □ No  Was the residence in which you will be providing child care constructed before 1978? (Please check The Town Assessor’s Office website or with your Town Building Department if you or the homeowner do not know this information)

PLEASE NOTE: Samples of peeling paint chips will be collected for lead testing at the time of your initial inspection if the building was constructed before 1978.

20.  □ Yes □ No  Is the residence in which you will be providing child care designated as a multi-family home by the Town? If so, how many dwelling units (apartments) are there? ______________________

21.  □ Yes □ No  Does the home have an auxiliary heating device, i.e., wood stove, pellet stove, gas insert? If yes, you must enclose written proof that it was inspected and approved for proper and safe installation. (Section 19a-87b-9(d)(8)).

   □ Yes □ No  Inspection report enclosed.

22.  □ Yes □ No  Is the home served by a private well?
If yes, you must also submit water tests (conducted no more than twelve months prior to the date of this application) for bacteria, physical parameters and sanitary chemicals (analyzed by a state certified laboratory). The water supply must be deemed potable, adequate and safe.

   □ Yes □ No  Water test enclosed.

23.  □ Yes □ No  Is there a swimming pool or any other body of water at the facility or near enough to the facility to attract or be accessible to children at any time of the year?
CONNECTICUT OFFICE OF EARLY CHILDHOOD
Division of Licensing

STATEMENT OF COMPLIANCE

Applicant’s Name: _____________________ _____________________ _____________________  
First Middle Last

Address of Facility: ___________________________    _______________________    _______   _________________  
Street Town State Zip

I certify that I am familiar with, have read and understand sections 19a-87b-1 to 19a-87b-18, inclusive, of the Regulations of Connecticut State Agencies, and that I agree to abide by them.

I shall allow the Office immediate access during customary business hours to the facility whenever the Office seeks to perform an inspection. I understand that failure to allow immediate access during customary business hours to the entire facility is deemed substantial noncompliance and is an automatic ground for the commissioner to initiate license suspension or revocation proceedings.

I certify that all children enrolled in the family child care home are up-to-date on immunizations or otherwise exempt under Section 19a-87b-10(l) of the Regulations of Connecticut State Agencies for the licensure of family child care homes.

NOTICE OF PENALTY FOR FALSE STATEMENTS

I understand that all information provided on this application form, or in any statements accompanying this application, must be truthful. Any false statements made herein are punishable in accordance with Section 53a-157b of the Connecticut General Statutes and may also be grounds for the denial of the license.

Understanding the penalties for false statements, I attest that my statements in this application are true, to the best of my knowledge and belief.

X___________________________________________  
(Signature of Applicant)  (Date)

_____________________________________________  
(Printed Name)
# CONNECTICUT OFFICE OF EARLY CHILDHOOD
## DIVISION OF LICENSING
### ADULT MEDICAL STATEMENT for CHILD CARE

<table>
<thead>
<tr>
<th>Please check one of the following boxes:</th>
</tr>
</thead>
<tbody>
<tr>
<td>□ Family Child Care Home Applicant</td>
</tr>
<tr>
<td>□ Family Child Care Home Staff Assistant Applicant</td>
</tr>
<tr>
<td>□ Family Child Care Home Staff Substitute Applicant</td>
</tr>
<tr>
<td>□ Family Child Care Home Provider - License # _____________ Expiration Date _____________</td>
</tr>
<tr>
<td>□ Family Child Care Home Staff Assistant – Approval # _______ Expiration Date _______</td>
</tr>
<tr>
<td>□ Family Child Care Home Staff Substitute – Approval # _______ Expiration Date _______</td>
</tr>
<tr>
<td>□ Group Child Care Home Employee / Child Care Center Employee</td>
</tr>
<tr>
<td>□ Adult Member of Household</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Patient’s Name ____________________________________________ Phone # _____________ Date of Birth <em><strong>/</strong></em>/___</th>
</tr>
</thead>
<tbody>
<tr>
<td>Street Address ____________________________________________ Town _____________________________ Zip Code _____________</td>
</tr>
</tbody>
</table>

**This section must be completed by a Physician, Physician Assistant or Advanced Practice Registered Nurse:**

*This medical clearance is an important requirement in child care licensing laws designed to protect the health, safety and welfare of the children in day care.*

1. To the best of your knowledge, does this person have any medical or emotional illness or disorder that would currently pose a risk to children in their care or would interfere with or jeopardize a caregiver’s ability to render proper care for children in the child care facility?  □ YES □ NO
   If yes, please explain: ____________________________________________
   ____________________________________________

2. Date of patient’s MOST RECENT examination: ______________________

3. Required check for Tuberculosis:
   (upon employment or initial application for Child Care Center and Group Child Care Home staff ONLY)
   - Tuberculin skin test  Date _____________ □ Positive □ Negative
   - Chest x-ray  Date _____________ □ Positive □ Negative

4. Medical Provider’s Information
   - Name: ____________________________________________
   - Address: ____________________________________________
   - Phone #: ____________________________________________

5. ____________________________________________ / _____________
   Signature of MD, APRN or PA  Date
To Parent or Guardian:

In order to provide the best experience, early childhood providers must understand your child’s health needs. This form requests information from you (Part I) which will also be helpful to the health care provider when he or she completes the health evaluation (Part II). State law requires complete primary immunization and a health assessment by a legally qualified practitioner of medicine, an advanced practice registered nurse, a physician assistant or the school medical advisor prior to entering an early childhood program in Connecticut.

**Please print**

<table>
<thead>
<tr>
<th>Name of Child (Last, First, Middle)</th>
<th>Social Security Number</th>
<th>Birth Date</th>
<th>Sex</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Address (Street)</strong></td>
<td>Race/Ethnicity</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(Town and ZIP code)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Parent/Guardian (Last, First, Middle)</strong></td>
<td><strong>Home Phone Number</strong></td>
<td><strong>Work/Cell Phone Number</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Early Childhood Program</strong></td>
<td><strong>Preferred Hospital</strong></td>
<td><em><em>Health Insurance Company/Number</em> or Medicaid/Number</em>**</td>
<td></td>
</tr>
</tbody>
</table>

* If applicable If your child does not have health insurance, call 1-877-CT-HUSKY

**Part I — To be completed by parent**

**Important:** Complete Part I before your child is examined.

**Take this form with you to the health care provider’s office.**

Please check answers to the following questions in columns on the left.

(Explain all “yes” answers in the space provided below.)

<table>
<thead>
<tr>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td></td>
</tr>
<tr>
<td>2.</td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td></td>
</tr>
<tr>
<td>4.</td>
<td></td>
</tr>
<tr>
<td>5.</td>
<td></td>
</tr>
<tr>
<td>6.</td>
<td></td>
</tr>
<tr>
<td>7.</td>
<td></td>
</tr>
<tr>
<td>8.</td>
<td></td>
</tr>
<tr>
<td>9.</td>
<td></td>
</tr>
<tr>
<td>10.</td>
<td></td>
</tr>
</tbody>
</table>

Please explain any “yes” answers here. For illnesses/injuries/etc., include the year and/or your child’s age at the time.

I give permission for release of information on this form for confidential use in meeting my child’s health and educational needs in the early childhood program.

**Signature of Parent/Guardian**

**Date**

ED191 REV. 8/2004 C.G.S. Section 10-16q, 10-206, 19a-79(a), 19a-87b(c); P.H. Code Section 19a-79-5a(a)(2), 19a-87b-10b(2)
Part II — Health Evaluation

To the Health Care Provider: Please complete all sections and sign. Explain any screenings required by age but not conducted.

This child has the following problems which may adversely affect his or her educational experience:

- Vision
- Auditory
- Speech/Language
- Physical Dysfunction
- Emotional/Social
- Behavior

The child has a health condition which may require intervention at the program, e.g., seizures, allergies, asthma, anaphylaxis, special diet, long-term medication. Specify:

- Yes
- No
- N/A

Has this child received dental care in the last 12 months?  Yes  No  N/A

* Chronic Disease Assessment:

- Asthma: mild  moderate  severe
- exercise induced  unclassified

- Diabetes: Type I  Type II
- Anaphylaxis: food  insect  latex
- Seizures: Type

- Other: Please specify

Date of onset

Minimum requirements: 1 Up to 2 years; 2 annual at 3 years; 3 annual at 4 years; 4 as needed; 5 9–12 months; 6 each visit through 5 years; 7 annual at 2–3 years. Federal requirements (eg, Head Start, WIC) may vary.

*Prior to Public School Entry: Same as above and Hgb/hct.

This child has the following problems which may adversely affect his or her educational experience:

- Vision
- Auditory
- Speech/Language
- Physical Dysfunction
- Emotional/Social
- Behavior

The child has a health condition which may require intervention at the program, e.g., seizures, allergies, asthma, anaphylaxis, special diet, long-term medication. Specify:

- Yes
- No

This child has a medical or emotional illness/disorder that now poses a risk to other children or affects the child’s ability to participate safely in the program.

- Yes
- No

Based on this comprehensive history and physical examination, this child has maintained his/her level of wellness.

- Yes
- No

The child may fully participate in the program.

The child may fully participate in the program with the following restrictions/adaptation: (Specify reason and restriction.)

I would like to discuss information in this report with the early childhood provider and/or health consultant/coordinator.

Signature of health care provider Name (Please type or print.) Phone number Address:

- Yes
- No

Is this the child’s Medical Home?

Next Appointment (mm/yy):

Next Immunization Appointment (mm/yy):
***Please Note: You must submit verification of current certification in first aid by the American Red Cross, the American Heart Association, the National Safety Council, American Safety and Health Institute, or Medic First Aid International, or a current certification based on a first aid course approved on or before March 17, 2018 by the Connecticut Office of Early Childhood. Courses must include a hands-on demonstration of your ability to provide first aid.

### NATIONWIDE COURSE PROVIDERS

<table>
<thead>
<tr>
<th>TOWN</th>
<th>ASSOCIATIONS</th>
<th>WEB ADDRESS</th>
<th>PHONE / CONTACT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nationwide</td>
<td>American Heart Association</td>
<td><a href="http://www.americanheart.org">www.americanheart.org</a></td>
<td>1-888-277-5463</td>
</tr>
<tr>
<td>Nationwide</td>
<td>American Red Cross</td>
<td><a href="http://www.ctredcross.org">www.ctredcross.org</a></td>
<td>1-800-733-2767</td>
</tr>
<tr>
<td>Nationwide</td>
<td>American Safety &amp; Health Inst.</td>
<td><a href="http://www.emergencycare.hsi.com">www.emergencycare.hsi.com</a></td>
<td>1-800-682-5067</td>
</tr>
<tr>
<td>Nationwide</td>
<td>Medic First Aid International, Inc.</td>
<td><a href="http://www.emergencycare.hsi.com">www.emergencycare.hsi.com</a></td>
<td>1-800-800-7099</td>
</tr>
<tr>
<td>Nationwide</td>
<td>National Safety Council</td>
<td><a href="http://www.nsc.org/safety-training/first-aid/courses">www.nsc.org/safety-training/first-aid/courses</a></td>
<td>630-775-2336</td>
</tr>
</tbody>
</table>

### OTHER APPROVED COURSES

<table>
<thead>
<tr>
<th>TOWN</th>
<th>PROGRAM</th>
<th>COURSE NAME</th>
<th>E-MAIL ADDRESS</th>
<th>PHONE / CONTACT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Coventry</td>
<td>First Aid Training for CT Child Care</td>
<td>First Aid Training for CT Child Care</td>
<td><a href="https://firstaidct.webs.com/">https://firstaidct.webs.com/</a></td>
<td>860-836-5015  Stephanie Knutson <a href="mailto:goldKnut@yahoo.com">goldKnut@yahoo.com</a></td>
</tr>
<tr>
<td>Guilford</td>
<td>VNA Community Health Care, Inc</td>
<td>First Aid Course for Day Care Providers</td>
<td></td>
<td>203-458-4233  Laurie Weinberg-Rockwell, R.N.</td>
</tr>
<tr>
<td>Hartford / Revere, MA</td>
<td>Community Nurse Consultant Services</td>
<td>First Aid for Child Care Providers</td>
<td><a href="mailto:bethccnc@gmail.com">bethccnc@gmail.com</a></td>
<td>203-533-9109  Beth Capobianco, RN</td>
</tr>
<tr>
<td>Manchecster</td>
<td>Manchester CPR Programs</td>
<td>First Aid for Child Care Providers &amp; Parents</td>
<td><a href="mailto:manchestercpr@gmail.com">manchestercpr@gmail.com</a></td>
<td>860-474-3734  Dawn Sinclair</td>
</tr>
<tr>
<td>North Granby/Ellington</td>
<td>Nurse Consultants, LLC</td>
<td>First Aid for Child Care Providers</td>
<td><a href="mailto:info@nurseconsultantsllc.com">info@nurseconsultantsllc.com</a> Website: NurseConsultantsLLC.com</td>
<td>860-500-9042  Robin Young-Coumoyer</td>
</tr>
<tr>
<td>Vernon</td>
<td>Eastern CT Health Network</td>
<td>First Aid For Parents &amp; Child Care Providers</td>
<td><a href="mailto:ecrayton@echn.org">ecrayton@echn.org</a></td>
<td>860-647-4790  Elizabeth Crayton</td>
</tr>
<tr>
<td>Wolcott</td>
<td>Heartbeats</td>
<td>First Aid for Day Care Providers</td>
<td><a href="mailto:sheliaRN1@sbcglobal.net">sheliaRN1@sbcglobal.net</a></td>
<td>203-910-2886  Sheila Kane</td>
</tr>
<tr>
<td>Woodbridge</td>
<td>Capasso, Renee A.</td>
<td>First Aid for Day Care Providers</td>
<td></td>
<td>203-387-6260  Renee Capasso</td>
</tr>
</tbody>
</table>
CARDIOPULMONARY RESUSCITATION (CPR) PROVIDERS FOR CHILD CARE PROVIDERS

Section 19a-79 of Connecticut General Statutes, as amended by Public Act 19-105, and:

- Section 19a-79-4a of the Regulations for Connecticut State Agencies require at all times a licensed child care center is in operation there shall be present at least one staff member who has current certification in cardiopulmonary resuscitation (CPR). Staff of child care programs that are exempt from licensing but accept Care4Kids shall also meet this requirement; and,
- Section 19a-87b-6(c) of the Regulations for Connecticut State Agencies requires that a family child care home applicant/provider shall have current certification in cardiopulmonary resuscitation (CPR).

The above certification shall be appropriate for all of the children served in the child care program, shall be based on a hands-on demonstration of the individual's ability to provide CPR and shall be issued by one of the following organizations:

- **American Red Cross**
  Local Chapter 877-287-3327
  Training Support Center 800-Red Cross/800-733-2767
  [www.ctredcross.org](http://www.ctredcross.org)
  Note - Adult is considered age 12 or older for CPR

- **American Heart Association**
  Local Number 203-294-0088
  National Service Center 877-AHA-4CPR
  [www.Americanheart.org](http://www.Americanheart.org)
  Note - Adult is considered at the onset of puberty for CPR

- **American Safety & Health Institute**
  1-800-447-3177
  [www.emergencycarehsi.com](http://www.emergencycarehsi.com) or customerservice@hsi.com
  Note - Adult is considered at the onset of puberty for CPR

- **Medic First Aid**
  1-800-447-3177
  [www.emergencycarehsi.com](http://www.emergencycarehsi.com) or customerservice@hsi.com
  Note - Adult is considered at the onset of puberty for CPR

- **National Safety Council**
  1-800-621-7615 x2336
  [www.nsc.org](http://www.nsc.org)
  Note - Adult is considered at the onset of puberty for CPR

- **An organization using guidelines for CPR and emergency cardiovascular care published by the American Heart Association (AHA) and International Liaison Committee on Resuscitation (ILCOR).** In such cases, there must be written confirmation that the organization follows such guidelines.

3/19/2021
Foster Care or Adoption License Verification

Important: If you answered “yes” to question # 9 on the application, you are required to have this form completed.

Section 1: This section must be completed by the applicant and forwarded to the respective Foster Care Licensing Agency.

Applicant’s Name: _________________________________________
Address: _________________________________________________
Town, State, Zip Code: _____________________________________
Telephone #: (_______) ____________________________

Section 2: This section below must be completed by the Foster Care Licensing Agency.

The above named person is seeking licensure as a family child care home provider or is applying to be a staff person working at a licensed family child care home and has indicated that he/she has applied for, held, or currently holds a Foster Care License. Please provide the Office of Early Childhood (OEC), Division of Licensing, with the information below.

1. Has the person listed above ever applied for or held a Foster Care or Adoption license?

☐ Yes  ☐ No  If yes, please provide the OEC with the licensing status and the number of foster children the person is licensed to care for. ___________________
Please provide the OEC with any concerns or recommendations you have concerning the impact of foster care on the provision of child care services in this person’s home.
__________________________________________________________________________________________
__________________________________________________________________________________________

Once you have completed this form, please return it to the Connecticut Office of Early Childhood, Licensing Division - Application Unit. Should you have any questions or concerns regarding the completion of this form, you may contact the Licensing Division directly using the contact information below.

______________________________________   _____________________________________
Date: __________         Name (please print)   Signature

_________________________________________________   (_______) _______________________________
Title   Telephone #
RETURN TO:
Office of Early Childhood-Family Child Care-Application Unit
450 Columbus Boulevard, Suite 302
Hartford, CT 06103

REQUEST FOR REFERENCE

<table>
<thead>
<tr>
<th>Regarding the following person:</th>
<th>Who is an applicant for the position of:</th>
</tr>
</thead>
<tbody>
<tr>
<td>name</td>
<td>Main child caregiver in a Family Child Care Home</td>
</tr>
<tr>
<td>address</td>
<td>Substitute or Assistant caregiver in Family Child Care Home</td>
</tr>
<tr>
<td>town, zip state</td>
<td></td>
</tr>
</tbody>
</table>

Please answer the following questions:

1. How long have you known the applicant? (What period of time?) ______________________
   How well do you know the applicant? ____________________________________________

2. Is the applicant physically and emotionally capable of providing responsible child care?
   COMMENTS:

3. Is the applicant able to provide reliable and consistent child care?
   COMMENTS:

4. Is the applicant able to provide adequate and nutritious meals and snacks?
   COMMENTS:

5. Is the applicant able to deal with emergencies in a calm manner?
   COMMENTS:

6. Have you observed this person handling children’s problem behaviors?
   How were the children treated?
<table>
<thead>
<tr>
<th>7</th>
<th>In your opinion, is the applicant’s family stable and harmonious? COMMENTS:</th>
</tr>
</thead>
<tbody>
<tr>
<td>8</td>
<td>Do you know of any reason that this person should not be caring for children? COMMENTS:</td>
</tr>
<tr>
<td>9</td>
<td>Does the applicant demonstrate good judgment about supervision and safety for children? COMMENTS:</td>
</tr>
<tr>
<td>10</td>
<td>Does the applicant demonstrate an interest and affection for children? COMMENTS:</td>
</tr>
<tr>
<td>11</td>
<td>Does the applicant have a good understanding of individual children’s developmental needs? COMMENTS:</td>
</tr>
<tr>
<td>12</td>
<td>Please use this space for your personal comments and observations.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Signature:</th>
<th>Printed Name:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date:</td>
<td>Street:</td>
</tr>
<tr>
<td>Telephone:</td>
<td>City, State, Zip:</td>
</tr>
</tbody>
</table>
# REQUEST FOR REFERENCE

Regarding the following person: | Who is an applicant for the position of:
---|---
name | Main child caregiver in a Family Child Care Home
address | Substitute or Assistant caregiver in Family Child Care Home
town, zip state |

Please answer the following questions:

1. How long have you known the applicant? (What period of time?)
   (What period of time?)
   How well do you know the applicant?

2. Is the applicant physically and emotionally capable of providing responsible child care?
   COMMENTS:

3. Is the applicant able to provide reliable and consistent child care?
   COMMENTS:

4. Is the applicant able to provide adequate and nutritious meals and snacks?
   COMMENTS:

5. Is the applicant able to deal with emergencies in a calm manner?
   COMMENTS:

6. Have you observed this person handling children’s problem behaviors?
   How were the children treated?
<table>
<thead>
<tr>
<th></th>
<th>Question</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>7</td>
<td>In your opinion, is the applicant’s family stable and harmonious?</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>Do you know of any reason that this person should not be caring for children?</td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>Does the applicant demonstrate good judgment about supervision and safety for children?</td>
<td></td>
</tr>
<tr>
<td>10</td>
<td>Does the applicant demonstrate an interest and affection for children?</td>
<td></td>
</tr>
<tr>
<td>11</td>
<td>Does the applicant have a good understanding of individual children’s developmental needs?</td>
<td></td>
</tr>
<tr>
<td>12</td>
<td>Please use this space for your personal comments and observations.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>Signature:</th>
<th>Printed Name:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Date:</td>
<td>Street:</td>
</tr>
<tr>
<td></td>
<td>Telephone:</td>
<td>City, State, Zip:</td>
</tr>
</tbody>
</table>
**REQUEST FOR REFERENCE**

<table>
<thead>
<tr>
<th>Regarding the following person:</th>
<th>Who is an applicant for the position of:</th>
</tr>
</thead>
<tbody>
<tr>
<td>name</td>
<td>Main child caregiver in a Family Child Care Home</td>
</tr>
<tr>
<td>address</td>
<td>Substitute or Assistant caregiver in Family Child Care Home</td>
</tr>
<tr>
<td>town, zip state</td>
<td></td>
</tr>
</tbody>
</table>

Please answer the following questions:

1. How long have you known the applicant? (What period of time?)
   ______________________________
   ______________________________
   How well do you know the applicant? ______________________________

2. Is the applicant physically and emotionally capable of providing responsible child care?
   COMMENTS:

3. Is the applicant able to provide reliable and consistent child care?
   COMMENTS:

4. Is the applicant able to provide adequate and nutritious meals and snacks?
   COMMENTS:

5. Is the applicant able to deal with emergencies in a calm manner?
   COMMENTS:

6. Have you observed this person handling children’s problem behaviors?
   How were the children treated?
<table>
<thead>
<tr>
<th></th>
<th>Question</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>7</td>
<td>In your opinion, is the applicant’s family stable and harmonious?</td>
<td>COMMENTS:</td>
</tr>
<tr>
<td>8</td>
<td>Do you know of any reason that this person should not be caring for children?</td>
<td>COMMENTS:</td>
</tr>
<tr>
<td>9</td>
<td>Does the applicant demonstrate good judgment about supervision and safety for children?</td>
<td>COMMENTS:</td>
</tr>
<tr>
<td>10</td>
<td>Does the applicant demonstrate an interest and affection for children?</td>
<td>COMMENTS:</td>
</tr>
<tr>
<td>11</td>
<td>Does the applicant have a good understanding of individual children’s developmental needs?</td>
<td>COMMENTS:</td>
</tr>
<tr>
<td>12</td>
<td>Please use this space for your personal comments and observations.</td>
<td></td>
</tr>
</tbody>
</table>

**Signature:**

**Printed Name:**

**Date:**

**Street:**

**Telephone:**

**City, State, Zip:**