

# Informal Provider Non-Registration, Non-Licensure Certification



I hereby certify that I will care for children from one unrelated family only, meeting the requirements of Florida Statute 402.302 (7). I also meet the criteria outlined in Florida Statute 402.313.

## **Florida Statute 402.302**

7) "Family day care home" means an occupied residence in which child care is regularly provided for children from at least two unrelated families and which receives a payment, fee, or grant for any of the children receiving care, whether or not operated for profit. A family day care home shall be allowed to provide care for one of the following groups of children, which shall include those children under 13 years of age who are related to the caregiver:

- (a) A maximum of four children from birth to 12 months of age.
- (b) A maximum of three children from birth to 12 months of age, and other children, for a maximum total of six children.
- (c) A maximum of six preschool children if all are older than 12 months of age.
- (d) A maximum of 10 children if no more than 5 are preschool age and, of those 5, no more than 2 are under 12 months of age.

## **Florida Statute 402.313**

1) Family day care homes shall be licensed under this act if they are presently being licensed under an existing county licensing ordinance, if they are participating in the subsidized child care program, or if the board of county commissioners passes a resolution that family day care homes be licensed. If no county authority exists for the licensing of a family day care home, the department shall have the authority to license family day care homes under contract for the purchase-of-service system in the subsidized child care program.

(a) If not subject to license, family day care homes shall register annually with the department, providing the following information:

1. The name and address of the home.
2. The name of the operator.
3. The number of children served.
4. Proof of a written plan to provide at least one other competent adult to be available to substitute for the operator in an emergency. This plan shall include the name, address, and telephone number of the designated substitute.
5. Proof of screening and background checks.
6. Proof of successful completion of the 30-hour training course, as evidenced by passage of a competency examination, which shall include:
  - a. State and local rules and regulations that govern child care.
  - b. Health, safety, and nutrition.
  - c. Identifying and reporting child abuse and neglect.
  - d. Child development, including typical and atypical language development; and cognitive, motor, social, and self-help skills development.
  - e. Observation of developmental behaviors, including using a checklist or other similar observation tools and techniques to determine a child's developmental level.
  - f. Specialized areas, including early literacy and language development of children from birth to 5 years of age, as determined by the department, for owner-operators of family day care homes.
7. Proof that immunization records are kept current.
8. Proof of completion of the required continuing education units or clock hours.

(3) Child care personnel in family day care homes shall be subject to the applicable screening provisions contained in ss. [402.305\(2\)](#) and [402.3055](#). For purposes of screening in family day care homes, the term includes any member



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over the age of 12 years of a family day care home operator's family, or persons over the age of 12 years residing with the operator in the family day care home. Members of the operator's family, or persons residing with the operator, who are between the ages of 12 years and 18 years shall not be required to be fingerprinted, but shall be screened for delinquency records.

(4) Operators of family day care homes must successfully complete an approved 30-clock-hour introductory course in child care, as evidenced by passage of a competency examination, before caring for children.

(5) In order to further develop their child care skills and, if appropriate, their administrative skills, operators of family day care homes shall be required to complete an additional 1 continuing education unit of approved training or 10 clock hours of equivalent training, as determined by the department, annually.

(6) Operators of family day care homes shall be required to complete 0.5 continuing education unit of approved training in early literacy and language development of children from birth to 5 years of age one time. The year that this training is completed, it shall fulfill the 0.5 continuing education unit or 5 clock hours of the annual training required in subsection (5).

(7) Operators of family day care homes shall be required annually to complete a health and safety home inspection self-evaluation checklist developed by the department in conjunction with the statewide resource and referral program. The completed checklist shall be signed by the operator of the family day care home and provided to parents as certification that basic health and safety standards are being met.

(14) During the months of August and September of each year, each family day care home shall provide parents of children enrolled in the home detailed information regarding the causes, symptoms, and transmission of the influenza virus in an effort to educate those parents regarding the importance of immunizing their children against influenza as recommended by the Advisory Committee on Immunization Practices of the Centers for Disease Control and Prevention.

I understand that this document will become part of my School Readiness provider file and is an open public record. As such, it will be shared with funders, Department of Children and Families Child Care Licensing, other government agencies, and members of the community at large. I accept responsibility to update this form with the Early Learning Coalition if the program parameters change.

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Print Name

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Date

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Signature

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Email address

