

Family Child Care Checklist

The following is a list of questions to ask when choosing a family child care home. When selecting a home, first take some time to think about the type of care, cost and location which will meet your family's needs. Call homes which appear to meet those needs and use the first section of this list to gather information. Make appointments to visit several locations which sound good on the phone. It's best to visit at a time when the children are active so you can see how the caregiver interacts with the children, but you may want to call the provider in the evening to ask questions about the home.

General Questions (phone call prior to visit)

- Does the caregiver have a current Health Department license or registration? (Required by law in Kansas) _____
- Is the group size and age range acceptable? _____
**Maximum of 10 children in a licensed home with no more than 6 under school-age. When there are 2 children under 18 months the total is reduced to 9. When there are 3 under 18 months, the total is reduced to 8. Maximum of 3 children under 18 months of age.*
**Maximum of 6 children in a registered home with no more than 3 under 18 months.*
**These are maximums allowed by Kansas regulations. Smaller groups are recommended unless the caregiver is highly qualified.*
- Briefly describe how the caregiver spends the day with the children: _____

- Are the meals and snacks appropriate and nutritious? _____
- Names and phone numbers of two parent references: _____
- What does the fee include? _____
- Do I pay fees when children are gone due to illness, vacation or holidays? _____
- What are the hours? _____
- Can hours be adjusted according to my needs? _____
- What arrangements are made if caregiver is sick? _____
- What is the experience and educational background of the caregiver? _____

HEALTH & ENVIRONMENT

YES

NO

- | | | |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Is the home bright, cheerful, clean and orderly? |
| <input type="checkbox"/> | <input type="checkbox"/> | Are the indoor and outdoor play areas safe from dangerous equipment, materials, and other items? |
| <input type="checkbox"/> | <input type="checkbox"/> | Are poisons, medications and guns locked up? |
| <input type="checkbox"/> | <input type="checkbox"/> | Are bathrooms adequate, accessible and clean? |
| <input type="checkbox"/> | <input type="checkbox"/> | Do children brush their teeth and wash their hands regularly? |
| <input type="checkbox"/> | <input type="checkbox"/> | Does the caregiver wash her hands regularly? |
| <input type="checkbox"/> | <input type="checkbox"/> | Are health assessments, immunizations, emergency information and emergency medical treatment releases kept for all children in care? |
| <input type="checkbox"/> | <input type="checkbox"/> | Are children with contagious diseases excluded from care? |
| <input type="checkbox"/> | <input type="checkbox"/> | Does the caregiver have first aid training and a first aid kit? |
| <input type="checkbox"/> | <input type="checkbox"/> | Is there a safety plan to follow in emergencies? |

- Are there smoke detectors and fire extinguishers?
- How will I be notified if my child will be someplace other than the home?
- Are precautions taken to assure children are released only to adults authorized by the parent?
- If the caregiver transports children, are there individual seat belts for each child and car seats or boosters for children under 4 years?
- Are the sleeping arrangements adequate? (crib or playpen for children under 18 months)

PROGRAM

- Is the day structured to include varied activities which promote physical, social, intellectual and emotional growth?
- Is there adequate space and materials for both active and quiet play?
- Does the caregiver talk to the children; read aloud to them and answer their questions?
- Are children encouraged to be curious, creative and independent?
- Is the amount and content of television children watch limited?

THE CAREGIVER

- Is the caregiver warm, calm and friendly in dealing with both children and adults?
- Are positive methods of discipline used?
- Are simple, consistent limits of behavior set and maintained?
- Are children comforted when they need it?
- Are different cultural values accepted and respected by the caregiver?
- Is the caregiver's family supportive of her work?
- Does the caregiver attend training related to child care?

PARENT INVOLVEMENT

- Are parents free to visit at any time?
- Does the caregiver take time to talk to parents and make them feel welcome?
- Do parents get regular feedback on children's behavior?
- Does the caregiver seem supportive of mothers who work outside the home?

INFANTS & TODDLERS

Does the caregiver:

- Provide stimulation by offering things to look at, touch and listen to?
- Spend time holding, playing with, and talking to the babies?
- Handle diapering and feeding in a sanitary manner?
- "Child proof" the setting so your baby can crawl or walk safely and freely?
- Cooperate with parents' efforts to toilet train their toddler?

****Family child care homes must be licensed or registered by the Kansas Department of Health and Environment. If you are concerned about what you see in a home, call the Health Department at 268-8351. If you have other questions about family child care, you may call the Child Care Association at 682-3962.**

