

## LOCAL PEDIATRIC FIRST AID/CPR AND PREVENTATIVE HEALTH TRAININGS

### Rescue Training Institute (Folsom)

- CPR, First Aid, AED
- Phone: (916) 939-2277
- Email: [info@rescuetraininginstitute.com](mailto:info@rescuetraininginstitute.com)

### Hopewell CPR Training (Sacramento)

- CPR, First Aid, AED
- Phone: (916) 246-8055
- Register Online: [hopewellcpr.com](http://hopewellcpr.com)
- 16 hour training provided includes, 1 hour nutrition training

### American Red Cross (Check Website for Training Locations)

- CPR, First Aid, AED
- Register Online: <https://www.redcross.org/take-a-class/cpr>

### AmeriMed (Online Health Preventative)

- Register Online: <https://amerimedcpr.com/>

## COMMUNITY CARE LICENSING DIVISION SACRAMENTO REGIONAL OFFICE

Phone: 916.263.5744  
9835 Goethe Road, Suite 100  
MS 19-872  
Sacramento, CA 95827

For a list of approved live scan vendors please visit the California Department of Justice website at:  
[www.oag.ca.gov/fingerprints/locations](http://www.oag.ca.gov/fingerprints/locations)

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Program Manager  
[DRoenspie@placercoe.org](mailto:DRoenspie@placercoe.org)

## Placer County Office of Education Early Childhood Education

For additional information contact:  
**Resource & Referral**  
**1400 W. Stanford Ranch Road**  
**Rocklin, CA 95765**

**Office:** 530.745.1380  
**Toll Free:** 800.464.3322  
**Fax:** 888.293.1613

[www.placercoe.org](http://www.placercoe.org)

2024

PCOE  
GOLD IN EDUCATION



# OPENING A FAMILY CHILD CARE HOME IN PLACER COUNTY

## APPLYING FOR FAMILY CHILD CARE LICENSING IN PLACER COUNTY

- You must be at least 18 years of age
- You must live in the home
- Attend an in-person or online Family Child Care Home Orientation. The orientation covers the basics of licensing, the application process, and the regulations that govern family child care homes. There is a \$25.00 nonrefundable orientation fee.
- You can register for an orientation through the California Department of Social Services Community Care Licensing Division Website at: <https://www.cdss.ca.gov/inforesources/child-care-licensing/how-to-become-licensed/register-for-an-orientation>
- After completing the orientation you will be required to fill out and submit the licensing application packet to Community Care Licensing(LIC 279).
- Along with the application packet you must also include the following:
  - *Orientation certificate*
  - *Proof of TB test clearance for all adults in the home*
  - *Proof of Immunizations*
  - *Mandated Reporter Certificate of Completion: Training can be completed online at [www.mandatedreporter.ca.com](http://www.mandatedreporter.ca.com) or in-person through the PCOE Resource and Referral department. Call 530.745.1380 for in-person training availability.*
  - *Proof of enrollment or completion of 16 hours CPR/First Aid and Health Preventative Practices training*
  - *Proof of home ownership or Landlord Notification (LIC 9151) or Landlord Consent (LIC 9149) if renting*
  - *Application Fee: \$73.00 for a Small Family Child Care or \$140 for a Large Family Child Care*
  - *Large Family Child Care Home applicants must show proof of 1-year experience as a Small Family Child Care Home licensee, or as a teacher or director of a licensed Child Care Center*
- Application and supporting documents can be mailed to: Community Care Licensing, 9835 Goethe Road Suite 100, MS 19-872, Sacramento, CA 95826
- Once your application has been submitted you will receive the following documentation from Community Care Licensing: Receipt of application, Assigned Licensing Program Analyst, Facility number and live scan instructions for all adults in the home
- Upon live scan clearances, your Licensing Program Analyst(LPA) will contact you to schedule your pre-licensing visit. The LPA will visit your home to ensure it meets all health, safety and programmatic requirements. You must pass a home inspection in order to receive your license.
- Licensing technical assistance appointments are available through PCOE Resource and Referral to assist you in completing your licensing application as well as visiting your home to help you prepare for your pre-licensing visits. If you are interested in a technical assistance office visit or home visit please call 530.745.1380.
- Once you receive your license, please contact the PCOE Resource and Referral department at 530.745.1380 or email [jgunton-bell@placercocoe.org](mailto:jgunton-bell@placercocoe.org) to obtain a New Provider Intake Form. This form collects important details about your child care program. You will be active for child care referrals once Resource and Referral receives your completed form.
- PCOE Resource and Referral provides training on business practices that can assist you in establishing your business. These free workshops include Introduction to Recordkeeping and Tax Preparation, Parent Interviewing, How to Market Your Business and much more! Please check [Gosignmeup](http://Gosignmeup.com) for upcoming trainings.
- For more information regarding the family child care licensing process please visit the Department of Social Services website at: <https://www.cdss.ca.gov/inforesources/community-care-licensing>

## STAFFING RATIO AND CAPACITY

### Small Family Child Care License

- For a Small Family Child Care Home, the maximum number of children cared for, including children under age ten who live in the home, is one of the following:
- Four infants, or six children, no more than three who may be infants
- Six children, or up to eight children when one child is at least six years of age and one child is enrolled in and attending kindergarten or elementary school and no more than two infants are in care. Parent notification and property owner consent must be on file.

### Large Family Child Care License

- For a Large Family Child Care Home, the maximum number of children cared for when there is an Assistant Provider in the home, including children under age ten who live in the home, and the Assistant Provider's children under age ten, is either:
- Twelve children, no more than four of who may be infants, or;
- Up to fourteen children when one child is at least six years of age and one child is enrolled in and attending kindergarten or elementary school, and no more than three infants are in care. Parent notification and property owner consent must be on file.

**Infants: 0 - 2 years of age**  
**Preschoolers: 2 - 5 years of age**  
**School Age: 6 years or older**

**Capacities include the child care provider's and an assistant's own children under ten years of age.**

