



CONDITIONS TO BE MET TO BECOME A PROVIDER

Name:

Contact Information:

Paperwork

- Application** to Provide Care
- Initial Home Visit Evaluation** (Home Visitors will schedule a time to view your entire home)
- Submit proof of **Vehicle Insurance**
- Submit proof of current **Rabies Vaccination** for Pets
- Submit proof of **Water Sample** from Public Health if on well water
- Submit proof of **Home Liability Insurance**
- Highland Shores Disclosure Forms** (please do these first as they take the longest to come back)

- Complete Immunization (TDP and MMR)** and **Covid19** for all adults in the home that are present on an ongoing basis while children are in care
- Submit **proof of immunization for own children and privately cared (if not in school)** for children:
- Submit **Vulnerable Sector Check** for Provider and anyone 19 years of age and over who resides
- Within one month after the person turns 18 years old, they are required to provide a statement that discloses every previous finding of guilt under the Youth Criminal Justice Act (Canada) if the person received an adult sentence
- Pass Fire Inspection** and provide a letter for file
- Submit **proof of Standard First Aid and infant/child CPR/Level C certification**
- Submit **VOID cheque** for direct deposit
- Must provide a smoke free environment & post no smoking sign at front door
- Provide 3 written references**, contact information, and authorization to contact them

- Attend **Policy Review Training**:
- Review **Home Child Care Policy Manual & Enhanced Health & Safety Manual**
- Provider Agency Agreement signed**
- Policy Sign Off** by providers and other individuals regularly on the premises
- Sign Notice with Respect to the Collection of Personal Information**
- Photo/Video Release**
- Orientation Home Visit**
- Equipment for loan sign off**
- Has a working printer**

100 Station St. Belleville, ON. K8N2S5
613-966-9427 Fax 613-966-8819
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Family Space Quinte has the right to not accept an applicant depending on the results of the Reference Checks, Vulnerable Sector Check and Highland Shores Children's Aid Society record checks. This includes results for family members and other residents living in the home.

Any expenses already incurred by the applicant will not be refunded by Family Space.

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