Steps to Become a Licensed Family Child Care Provider

Start Here



Complete a mandated licensing orientation (in person or on-line). You will receive an application and other important information. There is a fee. Meetings are held at Licensing offices (contact info listed on previous page) or online: http://ccld.ca.gov/PG2685.htm

Enroll in the required 15 hour (EMSA approved)
Health and Safety
training. Marin Child Care
Council offers this
training – call us at
415.472.1092 or online
www.mc3.org to register.



Get a Tuberculosis (TB) test through your personal physician or through the Department of Health & Human Services -Immunization Clinic 415.473.4400.



Complete the application booklet you received through the licensing orientation. Have a friend or family member double check the information.



The Marin County Sheriff's Office will send your LiveScan information to Licensing.



Complete the LiveScan process through the Marin County
Sheriff's Department (by appointment only) for you and each adult household member—
18 years and up. There is a fee for this service.



Once your completed application is received, you will be sent the LiveScan fingerprint forms for every adult living in your home.



Submit your COMPLETED application booklet, along with copies of your TB clearance and Health and Safety training certificates

Community Care Licensing Penninsula Regional Office 801 Traeger Ave # 100 San Bruno, CA 94066



Prepare your home for a site visit from a licensing analyst. A representative from licensing will call you to schedule an appointment after clearance of your fingerprints.



Upon clearance of your home, you will be issued a license to operate a Family Child Care Home.



Call Marin Child Care Council to get your information listed in the Resource and Referral Database!

415.472.1092.



You're

Done!

Marin
Child
Care
Council