



NAME	AGE	HEIGHT	WEIGHT

Info for Child Care Providers

It is critical that child care providers (even a relative or the teenager from down the street) have adequate information to care for a child. You don't have to know every detail of the child's history, much of which may be personal, but you do need to know about communication and medical details to keep a child safe. Following is a basic checklist of important information to get from all the parents of your children. Each child should have a file on them to keep their information protected, and accessible at all times. This is a form that you can use over and over. Check the information periodically and revise as needed.

Child Care Provider Checklist of Must Have's!

- Phone numbers for both parents and/or protective guardian
- Doctor's Name,
 Address
 Office Number
 Cell Phone Number
- Phone number for relative who is familiar with the needs, preferences of the child
- Emergency numbers: ambulance, fire, police



NAME	AGE	HEIGHT	WEIGHT

- Medication information (including times and amounts)
- Allergies (if applicable)
- Child's routine (meals, bedtime)
- Food preferences
- Child's communication
- Rules and appropriate consequences
- Calming techniques

Source : <http://childcare.about.com/>

