

# Did you know?

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## ARE YOU ESTABLISHING A CHILD CARE FACILITY?

All caregivers of children who are caring for more than two children not related to them by blood or marriage require, by law, to have a **Community Care Facility Licence**. This is to ensure the health and safety of the children.

### How Do I Get a Licence?

You must apply to the local Health Region, Community Care Facilities Licencing, for a licence. However, before the local Health Region will issue it you must complete a number of licencing requirements. These include the following:

- \* Criminal record checks
- \* First Aid and CPR certificates
- \* Staff/Caregiver character and skill Requirements
- \* Review of facility, program and policies
- \* Obtain copies of the Community Care Facilities Act and Child Care Licensing Regulations

It is also recommended, but not required, that all caregivers obtain the following:

- \* Liability insurance
- \* A written contract outlining policies and procedures

### Are There any Other Important Steps I Should Take?

Yes, remember you will be operating a professional business in which you are investing your time and money. Your local Child Care Resource Program is experienced in helping people establish and maintain child care facilities. This agency is instrumental in connecting parents and children with child care facilities that meet their family's needs. It would therefore be beneficial to become a member. Even if you will only be caring for two children, you can still receive the variety of support services and parent referrals that your local Child Care Resource Program offers.

### On the North Shore:

**North Shore Health Region,**  
Community Care Facilities  
Licensing: **(250) 952-3594**  
website: [www.health.gov.bc.ca/ccf](http://www.health.gov.bc.ca/ccf)

**North Shore Community Resources**  
Child Care Resource Program  
**604-985-7138**  
website: [www.nscr.bc.ca](http://www.nscr.bc.ca)

