

FAMILY CHILD CARE HOME LICENSING STEPS

01

Local Approval

- HOA Covenants
- Landlord Approval
- Zoning, Building and Planning Ordinance Approval
 - You can obtain this information from your city or county office where planning and zoning are administered

02

Licensing Application

- View Rules and Regulations
 - 2.100, 2.300, 2.600
- Create a Provider Hub account and submit application
 - Mailed paper applications with a check or money order will still be accepted (longer processing time)



[Scan or click to create provider hub account](#)

03

Training

- Fee Based Through An Approved Vendor
 - Pre-Licensing (15 hours)
 - CPR & First Aid
 - Medication Administration
- Free on CO Shines PDIS
 - Standard Precautions
 - Preventing Shaken Baby Syndrome & Abusive Head Trauma
 - Infant Safe Sleep Practices
 - Recognition & Reporting of Child Abuse & Neglect
 - Child Care & Preschool Immunizations
 - Disaster Preparedness & Emergency Response



For financial support, including reimbursement for start-up costs and other incentives, sign a Memorandum of Understanding (MOU) with ECCLC at any point in the licensing process.



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04

License Number Received

- Once you have completed the application process and have received your license number, you must submit your fingerprints through an approved vendor



[Scan or click to learn more about background checks](#)

05

Inspection

- Utilize resources to prepare your home for inspection
 - https://tinyurl.com/fcc_hchecklist
- Current health statements for provider and their own children
- Contact your licensing specialist with further questions about your inspection/licensing process

[Scan or click to find your licensing specialist](#)



06

Congratulations, you are licensed!

Additional Support Resources:

- Early Childhood Council of Larimer County
 - Incentives and funding opportunities
 - Referrals through Larimer Child Care Connect
 - Program support with trainings and coaching
- Family Child Care Associations
 - FCPIC Fort Collins Partners in Child Care
 - LFCCA Licensed Family Child Care Association



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