

FCCH LICENSING REIMBURSEMENT

ECCLC will reimburse you for the cost of the following:

- Licensing application fee
- Fingerprinting/background check fees
- CPR & First Aid course
- Pre-Licensing course
- Medication Administration course
- Other start-up costs on a case by case basis

In order to be reimbursed for your FCCH start-up costs, the following documentation is required:

Proof of Purchase

- An itemized invoice/receipt which includes:
 - Name of vendor
 - Date
 - What was purchased/paid for
 - How it was paid (card, account, cash)

Proof of Payment

- If the invoice provides the last four digits of the card number:
 - Include a photo of the card used showing the cardholder's name and the last four digits (the rest of the numbers must be covered or blurred out)
- If the invoice does not provide the last four digits of the card number (or a different form of payment was used):
 - Include bank or credit card statement showing the purchase and the cardholder's name