



Child Development Home/Expanded Home: _____ Date: _____

Caregiver Staff and Volunteers Information - Pursuant to 5-A DCMR, Chapter 1, Child Development Facilities: Licensing and Compliance Unit

Division of Early Learning

	Administrative Information for Caregivers and Volunteers:	Home Caregiver		
		Caregiver	Associate Caregiver	Back-Up Personnel
	Name of Caregiver -			
	Date of Birth -			
CAREGIVER	Job Title -			
	Date of Hire -			
	Years of Experience -			
	Qualification: 168.1. (a) - Earned a high school diploma or equivalent, Provided that a CDA credential is earned by December 2019.			
	CDA Expiration Date:			
	168.1 (b) - Attend at least four child development-related training courses approved by the District of Columbia Government, per year, total of 12 hours annually of professional development.			
	168.1 (c) - Successfully complete all health and safety requirements pursuant to 5A DCMR Chapter 1.			
EXPANDED HOME CAREGIVER	170.2 (a) (1) - Earned AA degree in ECE/ECD or higher from an accredited college or university			
	170.2 (a) (2) - Earned a high school diploma or equivalent, and a current CDA credential; provided an associate or more advanced degree as described in Subsection 170.2 (a) (1) by December 2023.			
	CDA Expiration Date:			



DISTRICT OF COLUMBIA
OFFICE OF THE STATE SUPERINTENDENT OF

EDUCATION

	Administrative Information for Caregivers and Volunteers:	Home Caregiver and Volunteer Name		
		Caregiver	Associate Caregiver	Back-Up Personnel
	Name of Staff Person -			
EXPANDED HOME ASSOCIATE	171.1 (a) Earned a high school diploma or equivalent, and a current CDA credential except that an Associate Caregiver currently working in a licensed expanded home earns a CDA credential by December, 2019.			
	<i>CDA Expiration Date:</i>			

	Administrative Information for Caregivers and Volunteers:	Caregiver and Volunteer Name		
		Caregiver	Associate	Back-Up Personnel
	Name of Staff Person -			
GENERAL INFO	High School Grad./GED (X) - Year of Diploma (Minimum 18 hrs.)			
	Photo ID			
	I.D. Food Protection Mgr. Certificate - Expiration Date			
	Date of Health Exam (mo/day/year)			
	Date of TB Test Results (mo/day/year)			
	Employee Health Info. Form (X)			
	Employee Hiring Form (X)			
	First Aid & CPR Certification - Expiration Date			
	Suitability - Expiration Date			
	Child Protection Registry Date			
	Drug and alcohol testing results - Date			
	Sudden Infant Death Syndrome (SIDS) Training			
	Mandatory Health and Safety Trainings			
	Additional Professional Development Hours			
	Resume			