



JVS/BSF CHILD CARE ASSISTANCE  
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## NOTICE AND RELEASE

Case \_\_\_\_\_ Case Number: \_\_\_\_\_

Case Manager: \_\_\_\_\_ Date: \_\_\_\_\_

### LICENSED AND LEGALLY OPERATING UNLICENSED PROVIDERS

Under Federal and State of Minnesota laws, parents who are eligible for Child Care Assistance may choose any legal child care provider, including a provider who is legally operating but not licensed. Such “legally unlicensed” providers may legally care for the children of relatives and the children of other families without a license. Parents may choose any provider who best meets the needs of the family. It is the parents’ responsibility to make certain that the provider’s home is safe for the child. This is especially important if the provider is not licensed, because unlicensed providers are not evaluated by JVS and unlicensed houses are not inspected.

JVS requires that you, as the parent(s) or guardian of the child who receives child care services, read and sign this notice and release form before child care payments can be made.

I understand that the child care provider I have chosen may or may not be licensed. I understand that:

1. The provider must be 18 years of age or older.
2. Payment will not be made until the provider’s background check has been completed and the registration has been approved.
3. Hennepin County will do background criminal history checks of the following people whom I or my provider will identify for the County:
  - The provider
  - Anyone living in the provider’s house who is over 13 years of age
  - Any employee of the provider who has direct contact with the children
  - Any volunteers who work directly with the children and are not supervised
4. I am financially responsible for all child care costs until the provider is approved and registered. After they are registered, I am financially responsible for all child care costs in excess of what I qualify for within the Child Care Assistance program. If, at a later date, my provider no longer qualifies for registration, I am financially responsible for any care provided after notice of the decision. I am also responsible for all child care costs if I am determined ineligible for Child Care Assistance.

I also understand that the following child care licensing procedures will NOT be performed if my provider is not licensed. JVS case managers will NOT inspect the following:

- They will not inspect the home or place where care is given - no fire, safety, or other inspections will be made.
- They will not inspect child care records.
- They will not ask other parents who use, or have used, this provider about the care their children receive.
- They will not observe the child care in operation.

*JVS is a division of Jewish Family and Children’s Service of Minneapolis*

Affiliate of IAJSV, Accredited by CARF, the Rehabilitation Accreditation Commission

Although the County will not visit legal unlicensed homes to see that they meet minimum health and safety standards, legal unlicensed providers are required by law to comply with health and safety standards. Review this list when choosing a provider to determine whether you consider the provider's environment a safe place for your children.

- Are separate towels, wash cloths, drinking cups, combs, and other personal items used for each child?
- Is clean and separate bed linen provided for each child in care?
- Have pets had all necessary shots?
- Are play areas free from animal droppings?
- Are litter boxes kept away from food preparation and play areas?
- Are hands washed thoroughly after changing diapers or using toilet facilities and before handling food?
- Are diapers changed when they become soiled or wet?
- Are children washed with a separate cloth or towel before diapering?
- Are soiled diapers kept in a closed container that is cleaned daily and inaccessible to children?
- Are indoor and outdoor garbage containers inaccessible to children?
- Are first aid supplies readily available to treat minor injuries?
- If there is a privately owned well, has water been tested?
- Is safe refrigeration of food provided?
- Are food and cooking utensils stored to protect from dust, vermin, pipe leakage, or other contamination?
- Do stairways used by children have handrails?
- Is the area between the handrail and stair tread enclosed on stairs used by children?
- Are gates used at both top and bottom of stairs accessible to children?
- Are stairways kept clear and well lighted?

I understand that I must provide an immunization record for each child in care to the provider within 90 days of the date that care is to begin.

I understand that the provider I choose is NOT required by law to possess and may NOT have liability insurance. I agree on behalf of myself, my heirs, and assigns that JVS will not be responsible for any financial loss, liability, or cause(s) of action resulting from any damage, loss, or injury arising from any of the following circumstances:

- If my child suffers bodily harm or personal injury, death, or property loss while receiving child care given by the provider or while being driven in any car or vehicle owned, leased, or contracted for by the provider.
- If any other child in care causes injury, death, or property loss to my child or to myself.
- If my child causes an injury, death, or property damage to any other child in the child care home, or to the provider, or to any employee of the provider.

I, \_\_\_\_\_, am the parent/guardian of children applying or receiving Child Care Assistance. I acknowledge that I have read this document, and that I am aware of my responsibilities and the consequences of signing this.

Signature of Parent / Guardian: \_\_\_\_\_ Date: \_\_\_\_\_