

# Solano Family & Children's Services (SFCS) Resource & Referral Licensed Child Care Provider Agreement

**Please return this form to:**  
Solano Family & Children's Services  
421 Executive Court North  
Fairfield, CA 94534  
(707) 863-3950

## SFCS RESOURCE & REFERRAL PROGRAM AGREES TO...

- Provide free referrals to clients whose child care needs match the services offered by providers.
- Provide ongoing technical assistance as needed and additional training through workshops offered.
- Provide assistance with the licensing process and offer ongoing technical support.
- Maintain a lending library, with books, videos, and children's curriculum boxes.
- Alert providers to licensing, legislative, and local issues which effect the child care profession.
- Send providers a quarterly newsletter entitled: Children's Corner by mail or at [www.solanofamily.org](http://www.solanofamily.org)
- Send a Notice of Action for the following reasons: SFCS is unable to reach you by phone, DSS/CCL requests a Temporary Suspension of your business, DSS/CCL revokes your license, DSS/CCL notifies us your are Inactive, you close your business, your license status is changed to "Probationary", you fail to provide the required paperwork, or you take an extended leave of absence.
- Protect the privacy of providers. We will not give out your address to the public.

Please  
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## CHILD CARE PROVIDER AGREES TO...

\_\_\_\_\_ Adhere to Department of Social Services, Community Care Licensing (DSS/CCL) regulations or Trustline requirements if you are exempt from licensure.

\_\_\_\_\_ Supply a current license when first received and when any changes in licensing status occurs (*any change to providers name, address or capacity*).

\_\_\_\_\_ Complete and return the "Provider Data" form when requested by the Referral Program.

\_\_\_\_\_ Respond to all Resource and Referral update requests.

\_\_\_\_\_ Notify the Resource & Referral Program and DSS/CCL or Trustline if you are quitting the child care business, will be taking an extended leave of absence or are making any changes in the services you offer.

\_\_\_\_\_ Understand that SFCS staff are mandated to report any suspicion of child abuse, neglect and/or licensing violations.

Kathy Lago  
Kathy Lago,  
Resource & Referral Program Manager

\_\_\_\_\_  
Child Care Provider Please **PRINT**

\_\_\_\_\_  
Child Care Provider Please **SIGN**

**PLEASE SIGN  
AND KEEP ONE  
COPY.  
RETURN  
OTHER COPY.**

Updated 5/09