

The Care Providers Role

Care providers must ensure their program is in compliance with the Day Care Act and Regulations and the Family Home Child Care Program Regulations and may do so with the assistance of the Family Home Consultant. You may obtain a copy of the Family Home Day Care Act and Regulations from your co-operating Agency.

1. Provide childcare in their own residence
2. Ensure the health, safety and well being of the children in their care
3. Promote positive healthy development in the children
4. Provide a developmentally appropriate program to the children in their care
5. To ensure that they and their home meet and will continue to meet the requirements of:
 - The Act and its regulations
 - The service agreement is to be signed between the Care Provider and the Agency
 - Any provincial standards or guidelines requested by the Director (ECDO) are to be followed through
6. Maintain records for the review of the Family Home Consultant and the Department of Community Services licensing staff in accordance with the regulations and standards; and be available for monthly visits from the Family Home Consultants and annual inspections by the Agency and/or Department of Community Services licensing staff.

The Agency and Family Home Consultants Role

1. To recruit and approve Care Providers and Family Home Child Care homes to establish and operate approved Family Home Child Care.
2. The Agency must employ a Family Home Consultant to approve homes and Care Providers, when he/she feels the need as the Director to have a Consultant.
3. To monitor Care Providers and Family Home Child Care homes under its management to ensure that they comply with the act and its regulations, the service agreements signed by each Care Provider with the Agency as well as any provincial standards or guidelines requested by the director (ECDO).
4. To provide support to Care Providers and Family Home Child Care homes under its management including the following:
 - I. Assisting parents and care providers in matching requirements with services

- II. Administrative support and record keeping
- III. Organizing Parent Advisory committee meeting
- IV. Provide a lending library
- V. Provide monthly play groups
- VI. Coordinating the delivery of professional development courses for Agency staff associated with the Family Home Child Care program and Care Providers
- VII. Provide or organize transportation for care Providers and children enrolled in approved Family Home Child Care to attend Agency functions
 - Ensure that care providers and family homes meet and continue to meet requirements for approval
 - Ensure that agency staff have current First AID and CPR training
 - Annually assess Care Providers and Family Home Child Care homes under its management
 - The family home consultant will recommend, approve and monitor Family Home Child Care as well as act as a resource for Family Home Child Cares under supervision of the Agency
 - The Family Home Consultant will visit each Care Provider and Family Home Child Care at least once every 30 days to provide them with support and services.