



Child Care Resource & Referral in Washington & Columbia Counties

Steps to Finding Child Care

1. Review your list of child care providers from Child Care Resource & Referral.
2. Call providers and interview them over the phone.
3. Set up a time for a site visit.
4. Call references.
5. Call Child Care Division for licensing and compliance history 1-800-556-6616 or go online at www.ChildCareInOregon.org.

Telephone Interview

Name and telephone number of provider:



- Ask the child care provider if s/he is regulated by the Child Care Division.
 - Ask how many children are in care and what their ages are.
 - Ask what hours and days of the week the child care is open to see if it fits your schedule.
 - Ask if the child care site is closed for vacation or holidays.
 - Find out what the fees would be for each of your children who need care.
 - Ask if there are late fees if you pick your child up late.
 - Ask what the basic routine is for the children during each day.
 - Ask what other adults are working with the children or have access to the children.
 - Find out what kind of training or experience the caregiver or staff has had.
- Ask if you can get a list of references.

A Provider May Ask You

- How did you hear about our program?
 - What is your name and phone number?
 - What is the age of your child?
 - What hours and days do you need care?
 - What experiences has your child had in child care? (Occasional babysitter, nanny, family child care, center care)
 - Describe your child's temperament.
 - Are there any medical conditions or allergies?
- When would you like to visit?
Do you have any references? (name and phone)

If you have any questions or would like additional resources, call the
Child Care Resource & Referral in Washington & Columbia Counties at 971-223-6100 or 1-800-624-9516.

Things to Look for and Ask About When Visiting a Child Care Site

(If possible, take your child with you to the site visit.)

General

- ❑ Find out why they are a child care provider.
- ❑ Ask what they like the most about child care.
- ❑ Ask what they like least about child care.
- ❑ Ask how long they have been doing child care.

Safety

- ❑ Look for working smoke detectors.
- ❑ Look for capped electrical outlets.
- ❑ Check to see if stairs are gated.
- ❑ See if the diaper area is clean and sanitized.
- ❑ Ask what the plan is for fire or emergency situations.
- ❑ Ask what the policy is for sick children.
- ❑ If children are transported, ask if the provider has a current driver's license and proof of insurance.
- ❑ Look to see if there are car seats/seat belts for all children.
- ❑ Ask what method is in place for identification of children (name tags and a roster) when going on field trips.
- ❑ Ask if they carry medical emergency release forms during activities off the premises.

Miscellaneous

- ❑ Ask about the naptime routine.
- ❑ Ask about the policy for children who do not sleep during naptime.
- ❑ Ask if your child can bring a comfort item or toys from home.
- ❑ Ask about bringing extra clothing for messy projects and/or accidents.

Reflect after the visit:

Go with your "gut" feeling about the provider.

Did you and your child feel welcome?

How did the provider react to your child and you?

How did the provider interact with the children in his/her care?

How did the children interact with the child care provider?

Will you feel comfortable leaving your child?

Policies

- ❑ Ask for a copy of the contract and written policies.
- ❑ Ask about how much time the children watch television, videos or play computer games.
- ❑ Ask how the provider handles toileting accidents.
- ❑ Find out if the provider has a back-up when s/he is sick or on vacation.
- ❑ Ask about activities for the children.
- ❑ Ask how the provider disciplines the children.
- ❑ Ask how children that have aggressive behavior such as hitting or biting are handled.
- ❑ Ask for a list of references.

For In-Home Care

- ❑ Look for fireplace and heaters screened off from the children to prevent burns.
- ❑ See if hazardous and poisonous compounds are in a locked cabinet.
- ❑ Ask if there are guns in the home and, if so, where they are kept.
- ❑ Find out who else lives in the home or frequently visits the home.
- ❑ Find out if they participate in a USDA Food Program.

For Center Care

- ❑ Ask what the turnover rate is for personnel and how long the staff in your child's room has been there.
- ❑ Find out who the primary caregiver is in the room where your child will be. See if you can meet the teacher.
- ❑ Ask how adults coming into the center are screened.
- ❑ Ask what the procedure is for picking up your child.

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