



KAWERAK, INC. Education, Employment & Supportive Services Division

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## **COVID-19 Income Loss Support Program**

### **Childcare Provider Responsibilities Form**

As a provider, I agree to the following:

1. I am at least 18 years of age or older;
2. Provide authorized parent or guardian access to his/her own child whenever the child is in care;
3. Directly provide care and supervision of all children;
4. I will maintain written records that reflect the arrival and departure time of children in care. I agree to verify and sign the original time sheets prior to the parent or guardian submitting to Kawerak;
5. I agree to provide a healthy and safe environment such as:
  - a. Supervise all children in care appropriate to each child's age and developmental needs and to prevent injury;
  - b. Provide daily activities to promote a child's physical, social, intellectual and emotional development. This includes times for meals, snacks, sleep, toileting and exercise according to individual needs;
  - c. Not allow children in care to be physically punished;
  - d. Give medication to a child only with permission from the child's parent/guardian;
  - e. Keep emergency information on each child and contact the parent/guardian in case of illness or injury;
  - f. Take precautions against the spread of infectious diseases (ex. COVID-19) by washing hands before food handling, preparation, serving, eating or table setting; after toileting and assisting a child with toileting or diapering; after handling animals; and, whenever hands are contaminated with bodily fluids, including nose wiping. I will also encourage children to wash their hands at similar times and to follow local and state health and safety guidelines regarding COVID-19;
  - g. Provide sufficient food and nutrition so that: A child is fed nutritious meals and snacks, the infant is fed on demand, except for medical reasons, a child is not denied a meal or snack, force fed, or otherwise coerced to eat against the child's will;
  - h. Maintain a functional telephone or other identified means of communication;
  - i. Maintain a smoke, drug, and alcohol free home and vehicle environment;
  - j. Transport children in safe vehicles using appropriate child restraints;
  - k. Have an ample supply of safe, drinkable water in my child care home;

- l. Take precautions to make my child care home free of hazards that can cause injury or illness to children, both inside and outside the home;
  - m. Store unloaded firearms in a locked area away from children. Children will not be allowed to see the firearms. I will store ammunition separately from firearms;
  - n. Have at least one smoke detector and one fully charged fire extinguisher on each level of my child care home. (one can be provided to you if you do not have these);
6. I will respect and maintain the confidentiality of the parent/guardian and child(ren) participating in receiving assistance.

I certify that I have read, understand and will comply and maintain these responsibility requirements. If I do not maintain these requirements, the parent/guardian may no longer receive child care assistance through this program.

**Provider's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Print Full Legal Name: \_\_\_\_\_

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

For Office Use Only

This form was signed telephonically on \_\_\_\_\_ and verified by Kawerak, Inc. staff member \_\_\_\_\_.