

# HOW TO BECOME a licensed Home Child Care Provider

*In Southwest Colorado*



1

- ✓ **Order a Licensing Application Packet** from the [CO Office of Early Childhood](#) or get one in-person at the Early Childhood Council of La Plata County. Read page six titled “Instructions for Completing the Application Packet” to see an overview of the process. Read through the three Rule Sections that apply to home providers: [7.701](#) (General Rules for Child Care Facilities), [7.707](#) (Rules Regulating Family Child Care Homes) and [7.719](#) (Rules Regulating Special Activities).
- ✓ **Contact your local entities** to make sure you are complying with local zoning codes, ordinances, homeowners associations, etc.
- ✓ **Sign up to take the required trainings** (see Required Trainings on back of this page). This can often take time and planning because it depends on the availability of these trainings in your area. You should be very close to completing all the trainings by phase 3 (Initial Licensing Visit).
- ✓ **Research/apply for any available grants in your region**

2

- ✓ **Complete the application** and mail it to CO Division of Early Care and Learning with the payment fee. Detailed instructions on everything that must be included in your application are explained on the sheet called “Instructions for Completing the Application Packet.”
- ✓ **Continue to attend required trainings**

3

- ✓ **A Licensing Specialist will conduct an “Initial Licensing Visit” at your home** 6 – 8 weeks after your license application is submitted. The exact time will be a surprise, but you will be notified to expect one within a certain range of days.
- ✓ **Complete the required trainings.** You should have all trainings completed by the time of your Initial Licensing Visit.
- ✓ **Register your child care business**

**Turn the page  
to see FAQs  
and a list of  
required  
trainings...**

# Required Trainings:

All trainings must be taught by a CO Division of Early Care and Learning [approved vendor](#).

**Pre-licensing** (15 hours, usually split into 2 days)

**Required:** Before license is issued

**Renew:** Never

**Find it:** Offered in-person at least once a year by Early Childhood Council of La Plata County ([ECCLPC](#)), or online at [Wildwood](#)

**Standard Precautions** (1.5 hours, aka “Bloodborne Pathogens”)

**Required:** Before license is issued

**Renew:** Yearly

**Find it:** Offered in-person by Early Childhood Council of La Plata County or online through [OSHA](#)

**Medication Administration** (4 hours)

**Required:** Before license is issued

**Renew:** Every 3 years

**Find it:** Offered in-person by [ECCLPC](#)

**Shaken Baby Abusive Head Trauma** (1 hour)

**Required:** Before license is issued

**Renew:** Yearly

**Find it:** Offered in-person at [ECCLPC](#), or for free online through [PDIS](#)

**Infant Safe Sleep Practice** (1.5 hours, or self-guided online module)

**Required:** Before license is issued

**Renew:** Yearly

**Find it:** Offered in-person at [ECCLPC](#), or for free online through [PDIS](#)

**Immunization** (self-guided online module)

**Required:** Within 30 days of the date your license was issued

**Renew:** Yearly

**Find it:** Offered for free online through [PDIS](#)

**First Aid / CPR** (6 hours)

**Required:** Before license is issued

**Renew:** Every 2 years

**Find it:** Offered in-person by [ECCLPC](#), or other local vendors

**Child Abuse & Neglect Mandated Reporter** (self-guided online module)

**Required:** Within 30 days of the date your license was issued

**Renew:** Yearly

**Find it:** Offered online through [CDHS](#)

**Pre-Service** (self-directed, no time limit)

**Required:** Before license is issued

**To comply:** follow these steps detailed [here](#)

## FAQs

**How much space must I have in my home for each child?**

You must have 35 square feet of indoor play space and 75 square feet of outdoor space per child.

**Must I have a fenced in yard?**

Yes. Fences (or another natural barrier, such as a thick hedge) must be at least 42 inches high.

**Can I become licensed if I live in an apartment?**

Yes, as long as you have the required square footage and meet the requirements for the outdoor play space and other safety standards.

**Once licensed, are there other trainings I must take?**

Yes, you must complete 15 hours of approved professional development a year. Trainings are available through a variety of agencies (click for [list](#)).

**How much money does a Home Child Care program make?**

Daily rates depend on regional need. In SW CO there is a high demand for child care of kids age 0-5, contact ECCLPC for current average tuition rates.

**Can I claim tax deductions with a home child care?**

Yes, there are over 1,000 allowable deductions for business expenses! This is a often a large financial benefit for a lot of home child care owners.

**More Questions?**

Please contact Corinne, Family & Provider Services Coordinator, Southwest Child Care Resource & Referral: 970-247-0760 [corinnef@ecclaplata.org](mailto:corinnef@ecclaplata.org)