

Becoming a Registered Family Day Care Provider

Becoming a NYS Registered FDC provider is a process. Listed below is vital information to determine if it is a good career choice for you. Providers are needed in all areas of Allegany, Cattaraugus and Wyoming County.

Steps becoming a registered provider:

1. Complete 2 hr. Orientation- OFCS web-site (on-line– free) <http://www.ocfs.state.ny.us/main/childcare/techreq.asp>
2. Call Child Care Referral Counselor– Schedule an Introduction Class: 585-268-7605 Ext. 1228
3. Order FDC or GFDC application at the end of the Orientation– free
4. Application should arrive within 2 weeks. Complete and submit application
5. Fire and Safety will be scheduled for home review by registrar
6. Registrar will send an “In Process” letter listing all items that need to be done prior to being granted a registration
7. Need current First Aid/CPR
8. Anyone in your home over 18 will need background check, medical, and fingerprinting
9. Health and Safety Training: 15 hour class
10. You have 90 days to complete all tasks to become compliant and completely registered
11. Completed all tasks—
CONGRATULATIONS! You are a newly Registered Family Child Care business!

Some advantages becoming registered

- You are able to be home and care for your own children
 - Tax deductions
- \$300. Initial grant funding (First come first serve, everyone is funded, however it may be our next grant year)
- \$500. per year thereafter from CSEA
 - May be eligible for \$400. Quality Improvement Grant
 - Be your own boss
 - Health insurance – including dental and vision



Points to Ponder

- **Do you own or rent? If you rent, have you received permission from your landlord to open your business?**
- **If you live with family members, are they supportive of your plans to become registered?**
- **You may care for two children maximum while in process of becoming registered.**

We can help you navigate New York State’s family child care registration process, as well as understand and comply with the OCFS regulations. Contact us to begin your new business endeavor, we will continue to provide supportive services to you!