



FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

YMCA CHILDCARE RESOURCE SERVICE

2017-2018 Health & Safety Training Grant

APPLICATION GUIDELINES

YMCA Childcare Resource Service (CRS) has received funds to assist child care providers complete Health and Safety training as outlined in AB243. Eligible participants will receive training vouchers for up to \$95.00 to submit in lieu of full payment for training in CPR, First Aid and Preventive Health Practices. Participants will be required to pay a \$5 co-payment to the trainer for CPR and/or First Aid and a \$10 co-payment for Preventive Health Practices.

Eligibility is open to:

- Licensed or license-exempt center-base staff – working at a child care center that is either licensed by Community Care Licensing (CCL) or is legally license-exempt.
- Licensed family child care providers – licensed by CCL to provide child care in their home.
- License-exempt child care providers (TrustLine) – providing child care for one family on a child care subsidy program.
- In-home child care providers (TrustLine) – providing care in a child’s home and has been fingerprinted through TrustLine.

To participate, please follow these four steps:

1. Apply:

- **Read** the *Application Guidelines* and *Application Notes* thoroughly.
- **Complete one application per person; (print clearly) and fax it or return it in person or by mail to:**

YMCA Childcare Resource Service
Health & Safety Training Grant
3333 Camino del Rio South, Suite 400
San Diego, CA 92108
Fax: 619-521-3050

2. Enroll in training class:

To enroll, contact training class instructor prior to training date. Be sure to let the trainer know you need training classes for child care providers. Class must be taught by an **EMSA approved training agency**.

Note: Your vouchers will only be honored by EMSA approved training agencies/trainers contracted with CRS to accept vouchers in lieu of payment.

3. Attend training:

- Present *correct CRS training voucher, plus your co-payment*, on the day of class. **Note:** Some trainers require the co-payment prior to class to hold your space. *Payment is often non-refundable.*
- CRS cannot mediate payment disputes between trainer and participant.
- You must attend full training hours for each class: CPR - 4hours 1st Aid - 4hours Health Practices - 8hours
- Course cards will be issued at the end of class or mailed to you by the trainer **not CRS**.
- CRS does not recommend nor regulate training agencies. **Trainers are not employees of CRS**. Course content approval and guidelines are the sole responsibility of the Emergency Medical Services Authority (EMSA).

4. Use assigned Vouchers:

- **Training vouchers must be used within 60 days of issue date and are not transferable for any reason.**
- **Grant money assigned to vouchers that are not used by the expiration date listed will be re-assigned to other applicants.**

If you have any questions, please contact Michelle Jimenez at mjimenez@ymca.org or 619-521-3055 Ext. 2323.

These funds made possible through a grant from the California Department of Education, Child Development Division for Quality Improvement.



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2017-2018 Health & Safety Training Grant

APPLICATION NOTES

The Health & Safety Training Grant includes reporting guidelines set up by the California Department of Education (CDE) that must be followed by agencies receiving grant money. The attached application requests information that is required in our report to CDE at the end of the grant year. Because of this, **all applications that are not legible and complete will be returned to the applicant.**

The following notes will assist you with completing the application accurately.

- Applicant information must be complete and list home address, **not center or other work address.**
- Telephone number and/or email address must be listed.
- Application must be signed and dated by applicant.

For Licensed Family Child Care Providers:

- Complete only the Family Child Care section (**not** the Child Care Center or Trustline Provider sections)
- If you are in the application process, check "License Pending."
- Indicate "Small" (6-8 children) or "Large" (12-14 children) license.
- A maximum of **four** people per family child care home will be considered for vouchers. This must include each licensee (up to 2), as per Licensing requirements. **Two assistants may receive vouchers.**

Licensed or License-Exempt Center-based Staff:

- Complete only the Childcare Center section. List actual work site not branch or agency address.
- One director or teacher with CPR, 1st Aid and Preventive Health Practices is required by Licensing to be on-site at all times.
- Vouchers are available to the director, assistant director and 1 teacher per classroom.
- Vouchers will not be issued to all staff employed at a center.
- We understand that some center administrators require all staff to have current CPR and First Aid cards, but this is not required by Community Care Licensing.
- Number of classrooms: Please list only actual classrooms currently in use.
- "My Position" refers to applicant's position.

In-home Child Care Providers:

- Complete only the Trustline Provider section. List nanny agency or parent's name as "employer" and their contact information.

License-Exempt Child Care Providers:

- If you are providing care to a family on a child care a subsidy program (AP, CalWORKs), list parent information as "employer."

While we would like to issue training vouchers to all applicants, the Health & Safety Grant has a specific amount of money to use for training. San Diego County has more than 1400 license and legally license-exempt centers and over 3500 licensed family child care providers. There are also numerous nanny agencies (TrustLine In-home Providers) and license-exempt childcare providers (TrustLine providers caring for one family that are not required to be licensed) in our county. Because of this, YMCA Childcare Resource Service must restrict the number of applicants receiving vouchers and will issue vouchers only while money is available.



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YMCA CHILDCARE RESOURCE SERVICE 2017-2018 Health & Safety Training Grant APPLICATION

Please read *Application Guidelines & Application Notes* BEFORE completing. Deadline to apply is April 1, 2018.
Incomplete & illegible applications will not be processed and will be returned to the applicant.

PLEASE PRINT CLEARLY. Submit one application per applicant.

Name: _____
First Name Last Name Middle Initial

Home Address: _____
Street (Include Apt/Unit #) City Zip Code

Telephone: (____) _____ - _____ Email: _____

Please fill out **ONLY ONE** of the shaded boxes below.

Family
Child Care

Licensed Family Child Care: Large License Small License License Pending

My Position: Licensee Co-licensee Assistant

Licensee Name: _____ Telephone: (____) _____ - _____

Child Care
Center

Center-based Staff: Licensed Exempt

Employer: _____

Center/School Address : _____
Street (Include Suite #) City Zip Code

My Position: Director Assistant Director Teacher

Director/: _____ Telephone: (____) _____ - _____
Supervisor Name

Number of Base Staff: _____ Number of Classrooms: _____

TrustLine
Provider

TrustLine Provider: In-home Provider License-exempt Provider

Employer: _____ Telephone: (____) _____ - _____

Address: _____
Street (Include Suite #) City Zip Code

Check boxes for classes needed: CPR First Aid Preventive Health Practices

If renewing CPR and/or First Aid, attach copy of current cards.

Expiration Dates: _____

Have you received YMCA CRS Health & Safety Training Vouchers in the past? Yes No

Applicant please read the following and sign below.

I have received, read and understand the Health & Safety Training Grant *Application Guidelines* and *Notes*.

Signature: _____

Date: _____