

CareLink Resource Development Center Referral Guide

In the State of Maine over 47,000 children under the age of six need child care while their parents work. Many of these children will be in child care for up to 50 hours a week. Choosing the right provider is critical to both the child's well being and the parent's ability to work.

Licensed Child Care Centers	Licensed Small Child Care Facilities	Certified Family Day Cares	Legal Exempt Child Care Providers
<ul style="list-style-type: none"> • Centers are larger and have more staff and more children (13 or more) • The director of a center is required to have a degree in Early Childhood Education • All staff must maintain Infant, Child and Adult CPR and 1st Aide • All staff must maintain between 18 and 30 hours of training each year depending whether they are full or part time staff • Centers tend to be more structured than other kinds of programs. • Centers tend to less flexible about scheduling than other types of care. 	<ul style="list-style-type: none"> • Small facilities are licensed for up to 12 children outside the provider's home. • The director of a small facility is required to have a degree in Early Childhood Education • All staff must maintain Infant, Child and Adult CPR and 1st Aide • All staff must maintain between 18 and 30 hours of training each year depending whether they are full or part time staff • Like centers small facilities tend to be more structured than other kinds of programs. • Like centers small facilities tend to less flexible about scheduling than other types of care. 	<ul style="list-style-type: none"> • Certified family child care providers are certified to care for up to 12 children in their own home • A single provider may watch twelve children only if all children are school age. • More and more often family child care providers are not working alone. With additional staff their ratios will change but their maximum capacity will not. They can still only care for 12 children at a time (see table below) • Providers must maintain Infant, Child and Adult CPR and 1st Aide • Providers must maintain 6 hours of training each year • Family child care tends to be less structured than center based care but this does not mean there is no structure. There is a growing emphasis on early childhood education and age appropriate activities • Family based child care tends to be somewhat more flexible about scheduling than center based care. 	<ul style="list-style-type: none"> • Legal exempt providers are not regulated by the state in any way. • Legal exempt providers may only care for 2 children who are not their own at any given time • Legal exempt providers may or may not maintain Infant, Child and Adult CPR and 1st Aide • Legal exempt providers are not required to maintain trainings hours • Legal exempt providers have passed a criminal, a child protective and a motor vehicle background check. • Legal exempt providers tend to be the least structured kind of care available • Legal exempt providers tend to be the most flexible about sch

In addition to choosing which types of care to search families need to consider quality of care. Some concerns will be the same for all age groups:

- **Children should be supervised at all times: inside and outside as well as when sleeping.**
- **Parents should get feedback (either written or verbal) on a regular basis about their child's day.**
- **When parents visit a child care they are considering placing their child in they should see the area where meals and snacks are prepared, the area where infants are diapered, the areas where the child sleep and play.**
- **The outside play areas should be clean safe fenced in areas preferably with cushioning material under climbing equipment.**
- **Parents should look for such things as smoke detectors, fire extinguishers, & outlets covers.**
- **State licensed or certified child care providers should have their license or certificate posted in a place where it can be viewed by parents.**

Other concerns are more age specific:

Infant Care	Toddler Care	Preschool Care	School Age Care
<ul style="list-style-type: none"> • Provider should make a lot of eye contact with infants. • Provider gives infant his/her attention and talks to child while changing, feeding, dressing him. • Provider moves infant throughout day giving them a variety of things to see and touch. • Provider accomodates the child's specific schedule...infants are fed and allowed to sleep when they are comfort doing so 	<ul style="list-style-type: none"> • Low care giver turnover rate - toddlers need to form bonds with the people caring for them. • Restrictions placed on toddlers are minimal and based on physical and emotional safety allowing them to test their limits. • The emphasis is on the choices the toddler has rather than the things the toddler can not do thus avoiding power struggles. • Toddlers are encouraged and supported when they try take care of their needs...such as feeding themselves or dressing themselves. 	<ul style="list-style-type: none"> • Choose a teacher who provides meaning activities that will challenge your child and encourage development but allows them to complete most work. • Staff should encourage conversation...talking about their artwork, their role playing, the games they play, etc... • Children should have easy access to the toys and materials used throughout the day. • Staff should set clear consistent limits regarding acceptable social behavior that reflect family values. 	<ul style="list-style-type: none"> • Staff should be involved with children and respectful of both children and other staff members. • The area should include a quiet clean space for reading, homework, games, etc as well as active play areas. • Parent and students should be involved in planning daycare activities. • The children in the program should appear to be happy and engaged in activities. • Snacks should be both healthy and plentiful.

There is no denying that child care is costly. It is a major expense for working families. But there are a few programs in York County that can assist you in affording child care. And many families qualify but are not aware that they do. For information on financial assistance please speak with receptionist.

*******PLEASE NOTE*******

The *CareLink* Referral Program is a free services which is state and federally funded and offered to all families searching for child care in the York County area.

Any information you share with *CareLink* is kept confidential with the exception of your contact information which is shared with the University of Maine Muskie School so that they sent you a follow up survey.

All referrals are either certified forms of child care as defined under the applicable statutes, rules and regulations of the State of Maine or are Legal/Exempt (can only serve 2 children not related to the provider in addition to their own, and are not required to be certified). These names are intended as referrals only.

CareLink cannot warrant the information concerning any provider. We do not license, endorse, visit, screen or recommend any particular providers, nor can we assure that any provider gives quality care. It is the parent's right and responsibility to choose the child care most appropriate for his/her own family.

You should visit or interview providers to determine what is best for your family. You should always check references.

CareLink encourages all parents to contact the Maine Department of Human Services, Day Care Licensing Unit at (207)287-9300 to receive a complaint history, if any should exist. You may also report any concerns you have about a provider to the Licensing Unit.

CARELINK

RESOURCE DEVELOPMENT CENTER
A Program of Child Care Services of York County

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PLEASE BE SURE TO FILL IN ALL SHADED AREAS.

Name _____

Address _____ City _____ Zip _____

Phone _____ Email _____ Fax _____

Employer _____ Significant Other's Employer _____

Child Name _____ DOB _____

Child Name _____ DOB _____

Child Name _____ DOB _____

Care to begin _____

Days AND Hours _____

Location of Care _____ Child's School _____

Types of Care to Search: Centers Family Child Cares Legal Exempt/Care for ME

Small Facilities Preschool Programs (please note that preschool programs for the purposes of this search are NOT full daycare programs)

Is there anything that it is important that the daycare have or have (ie: meals included, pets, no smoking, etc...) or are there special needs that need to be considered while doing the search?

Age of Parent/Guardian _____ Family Size _____ # of Adults in household _____

Does your child have a health care provider? _____ Are your child's immunizations up to date? _____

Does your child have health insurance? _____ Does your child receive MaineCare? _____

Where did you hear about CareLink? _____

Why are you looking for care? (ie: work, looking for work, child's needs, unhappy with quality of current care)? _____

Are you Spanish/Hispanic/Latino? _____ Race _____

Current Child Care Provider _____

You interested in receiving an application for financial assistance with your child care cost?

Are you currently TANF/ASPIRE/Transitional? Currently a Voucher Client or on the Voucher Waiting List?