**CHILD AND ADULT CARE FOOD PROGRAM (CACFP)**

# Alternate Approval Application – Child Care Centers or Family Day Care Homes

If a center is exempt from state licensing standards, a copy of this alternate approval application for each license exempt location must be submitted with the CACFP application.

/ /

**Alternate Approval Expiration Date**:

**GENERAL INFORMATION**

1. Name of license-exempt center:
2. If applicable, name of sponsoring organization

(if different from center name)

1. Explain why this center/home is exempt from state licensing standards:

4. Are day care services available without discrimination on the basis of race, color, national origin, sex, age or handicap?  Yes  No

5. Does the center/home receive Tuition Scholarship (Title XX) funds for providing childcare?  Yes  No

**HEALTH AND SAFETY**

1. Submit one (1) copy of a health/sanitation permit or satisfactory report of an inspection conducted by local authorities to the Sponsoring Organization.

* For **new** centers/homes, the permit/report must have been completed within the past twelve (12) months.
* For **renewing** centers/homes, the permit/report must have been completed within the past three (3) years.

1. Submit one (1) copy of a fire/building safety permit or satisfactory report of an inspection conducted by local authorities to the Sponsoring Organization.

* For **new** centers/homes, the permit/report must have been completed within the past twelve (12) months.
* For **renewing** centers/homes, the permit/report must have been completed within the past three (3) years.

1. Explain the procedure for holding fire drills and instructing children about emergency exit procedures:

4. Describe the type of food program and the kitchen facilities available for the preparation of the food served:

5. Are restrooms available for children’s use?  Yes  No

6. Are ventilation, temperature and lighting adequate for children’s safety and comfort?  Yes  No  
If “No” explain changes needed to improve the conditions:

Page 1 of 2

Alternate Approval App. CCC or FDCH

August 2023

7. Explain procedure for assuring that floors and walls are cleaned and maintained in a condition safe for children:

8. Explain how space and equipment, including rest arrangements for preschool age children, are adequate for the number/age range of participating children:

## *SOCIAL AND HEALTH SERVICES*

1. Is each child observed daily for indications of difficulties in social adjustment, illness, neglect, abuse, and appropriate action initiated?  Yes  No

2. Is there a procedure established to ensure prompt notification of the parent or guardian in the event of a child’s illness or injury, and to ensure prompt medical treatment in case of emergency?  Yes  No

3. Are health records, including records of medical examinations and immunizations maintained for each enrolled child?  Yes  No

1. Is at least one full-time staff member currently qualified in first aid, including artificial respiration techniques?

Yes  No

5. Are first aid supplies available?  Yes  No

6. Do staff members undergo initial and periodic health assessments?  Yes  No

7. Is there a procedure established for referring families of children in care to appropriate local health and social service agencies?  Yes  No

# ***STAFF TRAINING***

1. Does the institution provide for orientations and ongoing training in childcare for all caregivers?  Yes  No

2. Are parents afforded the opportunity to observe their children in daycare?  Yes  No

3. Explain the procedure established for periodic self-evaluation of all CACFP systems.

1. Has the key CACFP staff completed the most recent CACFP on-line comprehensive training?  Yes  No  
   If yes, what date was the training completed?

# ***STAFFING***

|  |  |  |  |
| --- | --- | --- | --- |
| What is the minimum staff to children ratio? | | | |
|  | Ages under 6 weeks (1:1 required minimum) |  | Ages 6-10 (1:15 required minimum) |
|  | Ages 6 weeks – 3 (1:4 required minimum) |  | Ages 10 and above (1:20 required minimum) |
|  | Ages 3-6 (1:6 required minimum) |  | |

Evaluation completed by:

(Type/Print Name)

Signature Title Date

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Page 2 of 2

Alternate Approval App. CCC or FDCH

August 2023