



How to Get Licensed as a Family Child Care Provider

Required Steps

1. Must be at least 18 years old and live in the home to apply for a family child care home license.
2. Attend Family Child Care Orientation.

You must take Family Child Care Orientation:

Orientation is available online, live-virtual, and in-person. To register and pay for online orientation click this link or type it in your browser: <https://www.cdss.ca.gov/inforesources/child-care-licensing/how-to-become-licensed/register-for-an-orientation>

Registration and payment for live-virtual or in-person orientation can be done at:

Sacramento Regional Office – Child Care
9835 Goethe Rd., Ste. 100
Sacramento, CA 95827

3. Complete 8 hours of Infant/Child/Adult First Aid and CPR.
(Training information can be found on [Health and Safety Handout #4](#) on our website at <https://wp.childaction.org/health-safety-rebate-program/>)
4. Complete 8 hours of Preventative Health & Safety training.
(Training information can be found on [Health and Safety Handout #4](#) on our website at <https://wp.childaction.org/health-safety-rebate-program/>)
5. TB test for all adults (18 years and older) living in the home.
6. Immunizations for applicant (Tdap, MMR).
7. Complete the application and include certificates for Orientation, First Aid & CPR, Preventative Health & Safety, TB test results, and immunizations.
8. **Submit the completed application and certificates to:**

Sacramento Regional Office – Child Care
9835 Goethe Rd., Ste. 100
Sacramento, CA 95827

9. Prepare your home using the Pre-Licensing Readiness Guide ([see form LIC 9217](#)).

Once your application is accepted, you will receive a welcome letter from licensing telling you and all the adults in your home to get fingerprinted (live scanned). **DO NOT GET FINGER PRINTED (LIVE SCANNED) UNTIL YOU RECEIVE THE WELCOME LETTER.**

Licensing will call you to schedule a licensing inspection visit after all fingerprints have cleared.