



CHILD CARE ASSISTANCE PROGRAM

Division of Public Assistance
Child Care Program Office

Office Use Only

APPROVED RELATIVE PROVIDER RENEWAL APPLICATION COVERSHEET

Approved Relative child care providers who participate in the Child Care Assistance Program must meet the eligibility and application requirements as outlined in 7 AAC 41. The complete regulations for the Child Care Assistance Program can be accessed at: <http://dhss.alaska.gov/dpa/Pages/ccare/default.aspx> . **Child care services must be provided in the applicant's private residence. The children in care and the child care provider must live in separate residences.** Retain a complete copy of the application and all documents submitted for your records.

AGENCY NAME

ADDRESS

Submit the following document to the office listed above:

- Approved Relative Provider Renewal Application CC82;*
- Verifiable valid State of Alaska business license to operate as a child care. The primary line of business must be 62 Health Care and Social Assistance and the primary North America Industry Classification System (NAICS) code must be 624410 Child Care Services;
- Verification of the qualifying relationship of each child in care to the applicant, if this information has changed from previously reported; and
- Permission to Operate a Child Care Business CC72, if applicable.*

ADDITIONAL APPLICATION REQUIREMENT

- Participate in an interview.

REQUIRED TRAINING

Approved Relative Providers must complete 12 hours of professional development training annually. Professional development training must incorporate knowledge and application of Early Learning Development Guidelines; health and safety standards; and/or social-emotional behavior intervention models, which may include positive behavior intervention and support models. A copy of certificates or training transcripts must be provided to support hours of training completed. Failure to complete the required training within the timeframes described may result in a provider's program participation ending.