

DEPARTMENT OF SOCIAL SERVICES

744 P Street, Sacramento, CA 95814



March 1, 2006

TO: FAMILY CHILD CARE HOME (FCCH) LICENSEES**FROM:** 
GLORIA MERK, Program Administrator
Child Care Program
Community Care Licensing Division**SUBJECT: PARENTS RIGHTS REGARDING FCCH LIABILITY INSURANCE**

This is to advise you of changes made to the FCCH Notification of Parents Rights poster (PUB 394), and the Notification of Parents Rights – FCCH, LIC 995A. Forms have been amended to inform parents that they have the right to know whether or not a FCCH provider maintains liability insurance. You may access the forms by going to www.cclid.ca.gov and clicking on "Forms" on the left-hand side of the screen.

Effective immediately providers must:

- Post the revised poster (PUB 394) (12/05).
- Provide the revised LIC 995A (12/05) to parents of children enrolled after January 2, 2006.
- Keep the receipt (located at the bottom of the form) with child's records.

If you do not maintain liability insurance, the Affidavit Regarding Liability Insurance for FCCHs (LIC 282) must be kept with each child's records. When conducting facility visits, Licensing Program Analysts (LPA) will check to ensure the new PUB 394 is posted. LPAs will also review children's records to ensure that the amended LIC 995A is being used.