



How to become a Licensed Family Child Care Provider



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Review the Child Care Licensing Inquiry Packet

Visit & bookmark <https://dcf.wisconsin.gov/cclicensing/startcc> and read through all related information, including the inquiry packet for FREE.

If you would prefer a printed version of the inquiry packet, please complete and submit the Ordering Information - Child Care Licensing Inquiry Packets form found at: <https://dcf.wisconsin.gov/files/forms/pdf/2022.pdf> (Cost for packet is \$25.00)

Note: Carefully read through all inquiry packet materials *before* you begin the pre-licensing process.

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Register for Child Care Classes at 4C For Children

There are five State required courses needed to become licensed:

- Introduction to the Child Care Profession
- Fundamentals of Family Child Care
- Fundamentals of Infant & Toddler Care (If you plan to care for children under age 2)
- Child Abuse and Neglect (Must be updated every 2 years)
- Adult and Pediatric First Aid, CPR and AED training (Must be updated every 2 years)

Visit www.4cfc.org to register for classes or call 414-562-2670

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Complete Expression of Interest

After you have reviewed all of the information in the Inquiry Packet and the *Procedure for Obtaining An Initial License to Operate a Family Child Care Center*, complete and submit the **Expression of Interest** (Link found on Inquiry Packet webpage)

Submit your **Expression of Interest** to get connected to a representative. You can submit your interest by setting up your account in the Child Care Provider Portal. The **Expression of Interest** form will collect basic information, like name, address, email, and what type of child are you are interested in starting. You will then be connected to your local pre-licensing or certification agency for support along your journey to becoming a regulated child care provider.