

G. Child's preadmission record

DHR-CDC-739

**CHILD' S PREADMISSION RECORD**

**This section is to be completed by the child's parent or guardian.** This form must be kept in the child's file in the Child Care Facility (home/center). **ALL ADDRESSES MUST INCLUDE BOX #, STREET, CITY, STATE AND ZIP**

Child's Name:	Name child is known by:
Child's birthdate:	Child's home address:
Name(s) of parent(s)/guardian(s):	Home telephone number: ( )
Address of parent(s)/guardian(s):	
Mother's employer:	Father's employer:
Employer's address:	Employer's address:
Employer's telephone number: ( )	Employer's telephone number: ( )
List telephone numbers such as beeper, cellular phone, etc.	Instructions regarding how parent/guardian may be reached in an emergency:

**Person(s) to be contacted in an emergency if parent(s)/guardian(s) cannot be reached:**

Name	Relationship to child	Address	Telephone number

Name of child's doctor:	Address:	Telephone number: ( )
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**Emergency Authorization:**

I give permission for the child care facility to obtain emergency medical treatment, including emergency transportation, for my child if I cannot be reached immediately. I agree to be responsible for any emergency medical expenses incurred. *(If parent/guardian refuses to sign, instructions must be attached stating what procedure the facility is to follow in an emergency.)*

<hr/> Signature	<hr/> Date
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**Form not valid without signature of child's parent/guardian**  
*Page one of two-form not valid without second page*

ALL ADDRESSES MUST INCLUDE BOX #,  
STREET, CITY, STATE AND ZIP

Child's Preadmission Record (continued) - page two of two - form not valid without first page

Describe any special needs or instructions below: please insert N/A if this does not apply (Do not leave blank)


Person(s) the child may be released to:

Name	Relationship to child	Address	Telephone number

**I understand that the Department of Human Resources does not inspect activities away from the child care facility (home or center). The licensee of the child care facility assumes full responsibility for such activities.**

/   
 Signature of parent/guardian                      Date

I give permission for my child to participate in:

(Circle yes or no and sign each line)

Activities away from the facility:	yes	no	Signature of parent/guardian	Date
	no	no		
Transportation provided by the facility:	yes	no	Signature of parent/guardian	Date
	no	no		
Swimming/wading activities provided by the facility:	yes	no	Signature of parent/guardian	Date
	no	no		

**Form not valid without signature of child's parent/guardian in each space indicated above.**

\_\_\_\_\_

This section is to be completed by the facility's staff.

Child's first day of attendance: \_\_\_\_\_ Child's withdrawal date: \_\_\_\_\_

*Additional information may be attached.*