

STAFF RECORDS FORM-CHILD CARE CENTERS/PRESCHOOLS 7.702.

Facility Name	License #	Date
Evans Early Childhood Center LLC	1711883	



Staff Name	Date	Date Renewed	Date Renewed	Useful Links
Hire Date .92 A.4				
Position/Title & Qualifications .93, A 4				
First Aid Exp .52B4/ 92 A 2				
CPR Exp.52B4/ .92A2 .46A5 .47D				
CPR/First Aid Module .52B5				https://ecpd.costartstrong.org/et/login.aspx
Medication Admin Exp. 52 C 7				https://ecpd.costartstrong.org/et/login.aspx
Delegation Exp. Date .52 C7a,b,c				
Standard Precautions prior to working with children .33G				in person training (online available at request)
Director .42 (Large center) Exp. Date				
Infant/Toddler Orientation .46A3.4/ .47C				
Early Childhood Teacher .44A 1 a-i				
Kindergarten Teacher .44B1-2				
Assistant .44C 1-3				
Infant Program Supervisor .46 A 2				
Date of Birth .92 A 1				
Medical Exp. Date .41 I				http://docs.wixstatic.com/ugd/6437ba_f1ce14c337f04fc49e644a23
Trails Check within 10 days 7.701 32 C/ 7.702 41G/ 7.202 92A6				https://dcfs.my.salesforce.com/sf/c/p/#410000012srR/a/41000000C
CBI prior to working with children 7.701.33.A 1/ 41E/ 92A6				https://uenroll.identogo.com/workflows/25YJ15
FBI prior to working with children 7.701.33.A 1/ 41 E/ 92A6				same as above
Address and Phone .92 A 1				Personnel File Signature Packet
Emergency Contact Info .92 A 5				Personnel File Signature Packet
Immunizations .41H/ .92.A.3				Personnel File Signature Packet
Abuse form 7.701.53 A				Personnel File Signature Packet
Policies/procedures PRIOR to working with Children .33C.				Personnel File Signature Packet
Perjury Statement 7.701.8				Personnel File Signature Packet
Pre Service Training .33D (Building/Hazards Haz. Mats)				
Safe Sleep Training Prior to working with infants .33F				https://ecpd.costartstrong.org/et/login.aspx
Shaken Baby/abusive head trauma Prior to working w/				https://ecpd.costartstrong.org/et/login.aspx
Abuse prevention/ reporting within 30 calendar days .33H &				https://ecpd.costartstrong.org/et/login.aspx
Immunization course .33N				https://ecpd.costartstrong.org/et/login.aspx
15 hours annual training .33 K / 92 A 2				
3 hours in social emotional .33K				
Staff are familiar with Licensing Rules within 30 days of hire .33 J				Personnel File Signature Packet
Driver Training .59C9				
FEMA Training Date 7.701.100A				https://training.fema.gov/is/courseoverview.aspx?code=is-36