

Child Care Center (CC) Resources available from CCLD



These and other resource documents are available from your licensing specialist or on the DELC website Resource Library here: <https://www.oregon.gov/delc/resources/pages/efault.aspx> The document numbers are linked to that specific document on the DELC website.

Certified Child Care Center (CC) Resources	Document number
Rules for Certified Child Care Centers	CCLD-0084
General Rules for All Child Care Facilities	CCLD-0731
Summary of CC Rule Changes	PTA-0703
Guide to Opening a Certified Center	CCLD-0105
CC SCTL Initial Certification Form	CCLD-0097
CC Health & Safety Inspection Checklist	CCLD-0090
CC Sanitation Inspection Checklist	CCLD-0109
CC Orientation Checklist & Certificate	PR-0202
Substitute Director Orientation Form	PR-0410
Director Qualifications	PR-0197
Teacher Qualifications	PR-0199
Teacher Qualifications with an International Degree or Experience Outside the U.S.	PR-0646
Aide II Qualifications	PR-0200
Aide I Qualifications	PR-0201
Teacher Training Plan (Guidelines, Plan and Log)	PR-0670
CC Position Duties	PTA-0698
Mixed Age Ratio Table (when 16 or fewer children are present)	PTA-0732
CC Staff Records	PTA-0710
CC Children's Records	PTA-0738
Training Requirements for Center (CC) staff	PR-0203
Center Emergency Plan	PR-0191
CC Emergency Drill Record	CCLD-0115
Center First Aid Kit Supply List	PR-0605
Center Alternate Play Area Safety Plan	PR-0604
Physical Restraint Plan Template	PR-0663
Physical Restraint Report	PR-0608
Center Serious Injury or Issue Required Reporting	PTA-0485
Center Injury & Incident Report Form	PR-0598
CC Notifications and Reporting to CCLD	PTA-0701
CC Visitor Plan	PR-0192
CC Resources Available from CCLD (this document)	PTA-0702
CC Policy List	PTA-0700
CC Notice to Post	PR-0194
Posted and Available Document List for CC	PTA-0531

Resources for all license types	Document number
Facility Staff Update Form	CEN-0024
Planning and Zoning, Occupancy, and Building Codes	CCLD-0108
Sanitation Inspection Agency List	CCLD-0113
Disinfecting and Sanitizing Solution in Centers	PTA-0743
Vehicle Inspection Form	CCLD-0119
Declaration of Viewing	CCLD-0389
Fire Safety Inspections for Child Care Facilities	CCLD-0390
Center Non-Prescription Medication Permission	PR-0459
Medication Authorization Form and Administration Log	PR-0187
School-age Child Enrollment Form	PR-0596
Child Enrollment Form	PR-0185
Infant and Toddler Additional Enrollment Information	PR-0184
Helmet Fitting Instructions- NHTSA	PAM-0737
Parent Permission Forms (child pick up, transportation, field trip, high-risk activities, and special events)	PR-0607
Child Permission to Attend Contracted Service	PR-0207
School-age Transportation Agreement	PR-0189
Visitor Log	PR-0193
Supporting Healthy Naptime Routines	PTA-0262
Allergy Care Plan	PR-0482
Written Care Plan	PR-0491
Provider Resource List- Who to Call?	PTA-0161
Child Care Acronyms & Abbreviations	PTA-0622
Anti-bias Online Training Resources	PR-0762
Bias Awareness and Culturally Responsive Child Care	PTA-0585
Rule Guidance: Behavior, Guidance and Discipline Policies	PTA-0438
RG: Volunteer, Visitor, New or Potential Employee	PTA-0463
Rule Guidance: Groundcover	PTA-0486
Rule Guidance: Preventing Shaken Baby Syndrome	PTA-0533
Rule Guidance: Physical Restraint	PTA-0662
Rule Guidance: Written Care Plans	PTA-0741
Rule Guidance: Contracted Services and Activities	PTA-0735
Rule Guidance: Cribs and Play Yards	PTA-0739
Guide to In-House Trainings for Child Care Staff	PTA-0481

Document number codes: CCLD: Child Care Licensing Division; PR: Program Resources. CEN:

Central Office document; PTA: Program Technical Assistance; and PAM: Partner Agency Materials