



Oregon Department of  
**Early Learning  
and Care**

# NEED CHILD CARE?

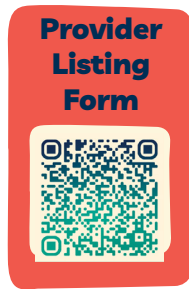
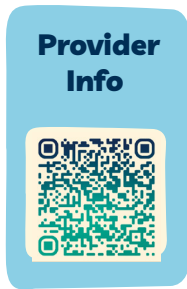
**Did you know that your family member, friend, or neighbor could get paid to care for your child?**

*The process to become an Employment Related Day Care (ERDC) listed child care provider is free.*

## Steps for family members

*to become ERDC listed child care providers:*

- ✓ **Complete the online Introduction to Child Care Health & Safety training.** Visit [oregon.gov/delc/programs/pages/erdc-training.aspx](https://oregon.gov/delc/programs/pages/erdc-training.aspx) or go to the "Provider Training" QR code below.
- ✓ **Submit a listing form.** Visit [oregon.gov/delc/programs/pages/provider-listing.aspx](https://oregon.gov/delc/programs/pages/provider-listing.aspx) for instructions or see the "Provider Listing Form" QR code below (*form available in English, Simplified Chinese, Russian, Spanish, and Vietnamese*).
- ✓ **Fill out the Central Background Registry (CBR) application** to start the process for background checks at [secure.emp.state.or.us/ccd/](https://secure.emp.state.or.us/ccd/).



## Additional steps for friends and neighbors to become ERDC listed child care providers:

*Friends and neighbors must complete the three steps for family members **plus** the steps below.*

- ✓ **Complete two more trainings:**
  - » Recognizing and Reporting Child Abuse and Neglect training
    - Visit [oregon.gov/delc/programs/pages/erdc-training.aspx](https://oregon.gov/delc/programs/pages/erdc-training.aspx) or go to the "Provider Training" QR code.
  - » Infant/Toddler/Child & Adult CPR & First Aid training
    - Child Care Resource & Referral agencies (CCR&Rs) can help you find a local training, more info at [oregonccrr.org](https://oregonccrr.org).
- ✓ **Test water for lead.** For more information, visit [oregon.gov/delc/providers/pages/erdc-providers.aspx](https://oregon.gov/delc/providers/pages/erdc-providers.aspx) or use the "Provider Info" QR code to the left.
- ✓ **Schedule a home visit** with the Child Care Licensing Division (formerly called the Office of Child Care).

The Department of Early Learning and Care will review your provider listing form and verify you have completed trainings. Then, the Child Care Licensing Division will contact you to schedule a visit to the location where you will provide child care.

## Do you want to get paid to provide child care?

Talk to your Family Coach or SNAP Employment and Training Navigator about this. They can help you decide if this career choice is right for you. They may be able to offer support, education options, and a path to becoming a licensed child care provider.

**Need help with the process?** There are resources for that!

- ♥ **Child Care Resource & Referral agencies (CCR&Rs)** – Resource for help becoming a child care provider, either listed with ERDC or fully licensed, visit [oregonccrr.org](https://oregonccrr.org) to find your local CCR&R.
- ♥ **Direct Pay Unit (DPU)** – Customer service office that can help with questions about the listing process and billing questions. Call 800-699-9074, Monday through Friday 8:30 am – 4:30 pm or email DPU at [CustomerService.DPU@delc.oregon.gov](mailto:CustomerService.DPU@delc.oregon.gov).

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