



Episcopal Children's Services  
*Better Lives Start With Better Beginnings.*

Dear New Provider:

We were excited to hear about your new program from the Department of Children and Families! We would like the opportunity to give parents looking for child care some information about your program. Episcopal Children's Services Resource and Referral helps providers in Clay, Nassau, Baker, Bradford, St. Johns and Putnam Counties by referring their child care services to parents. Our agency is subcontracted by The Early Learning Coalition of Clay, Nassau, Baker and Bradford Counties and the Early Learning Coalition of St. Johns and Putnam Counties to provide this service. The Coalitions serve as a resource for families and early childhood educators.

Episcopal Children's Services maintains a database of all childcare providers in your area. The information in this database is used to connect parents to providers. Completing the enclosed "R&R Provider Update Form" will enable us to link families requesting care to the services you offer. When filling out the form, please remember to fill in all fields that apply. We will contact you either by phone or mail to update your information at least twice each year to ensure that parents continue to receive accurate information about your program. Please return the form with the enclosed envelope to our office as soon as possible.

**There are no charges/fees associated with a provider listing in the Child Care Resource & Referral Database or for referrals to your program. If you are asked to provide a payment for a referral or listing in the Child Care Resource & Referral database, please call the Agency for Workforce Innovation's Office of Early Learning at 1-866-357-3239. The information reported about a provider's program is objective program information that is based on standards that are attainable for providers based on their type of care. For more information on the Agency for Workforce Innovation, please visit [www.flready.com](http://www.flready.com).**

Enclosed you will find an agency brochure and newsletter to help you become familiar with the many resources offered by Episcopal Children's Services. In addition, this packet includes information on upcoming trainings, how parents access referrals, start-up, zoning, program and budget development, community resources, becoming a Gold Seal provider, the Director's Credential, and much more!

For information, training, and assistance regarding providing care to special needs children, dial the statewide Inclusion Warm-Line at 866-357-3239. For a directory of resources available to parents with special needs children, including free developmental screenings and evaluations, contact the Florida Directory of Early Childhood Services at 800-654-4440 or visit [www.centraldirectory.org](http://www.centraldirectory.org).

If you would like information on how the USDA Food Program can enhance your program, please contact the appropriate person listed below:

- \*Clay, Nassau, Baker, Bradford & Putnam Counties: 904-726-1500 x 250
- \*St. Johns Family Child Care Homes: 800-443-3262
- \*Putnam Family Child Care Homes that provide weekend care: 407-532-4324
- \*St. Johns County Child Care Center: 904-348-2747

We encourage you to visit your local licensing agency to review licensing files and obtain the most up-to-date information on statewide child care issues. You may access the licensing website at <http://www.myflorida.com/childcare> or contact the office for your county listed below:

- \*Baker and Bradford: (386) 758-1510
- \*Clay and Nassau: (904) 723-2064
- \*Putnam and St. John's: (386) 736-5523

For information concerning child abuse or to contact the child abuse registry, please call 1-800-96- ABUSE or visit [www.dcf.state.fl.us/abuse](http://www.dcf.state.fl.us/abuse).

If you have questions regarding state-mandated training, education exemptions and staff training requirements, please contact the DCF Child Care Training Information Center Specialists (CCTIC) Monday-Friday 8am-5pm. CCTIC may be contacted by phone: 888-FL-CCTIC, fax: 850-922-9156, or email: CCTIC@thechildrensforum.com. CCTIC is also responsible for processing staff credential verifications and creating and updating training transcripts. For more information, visit [www.myflorida.com/childcare/training](http://www.myflorida.com/childcare/training).

If you would like information on the Voluntary Pre Kindergarten Program or Readiness Rate Information, please visit <http://www.fl DOE.org/earlylearning>. For information on Florida Kid Care, please call 1-888-540-KIDS or visit [www.floridakidcare.org](http://www.floridakidcare.org).

The National Association of Child Care Resource and Referral Agencies (NACCRRA) has created a new Web site for prospective child care providers that includes information and resources needed to begin a career in child care. The new site, <http://getstarted.childcareaware.org/>, includes information on how to develop a business plan, prepare a budget, effectively manage a child care program, become familiar with state child care licensing requirements, professionally market a child care program, and much more.

We would like to take this opportunity to thank you for your interest and dedication to the families and children that are served through Child Care Resource and Referral. If you have any questions or comments, please call us at 1-800-238-3463 or 904-726-1500. You can also email us at [CCRR@ecs4kids.org](mailto:CCRR@ecs4kids.org).

Sincerely,

Episcopal Children's Services