



OKLAHOMA DEPARTMENT OF HUMAN SERVICES



**Staff Information -
Child Care Facility**



Applicant first name	Middle name	Last name	Social Security no.
Maiden and/or previous names			Date of birth
Street address	City	State	Zip
Position		Area code	Phone
Facility name		License no. K8	County
Street address	City	State	Zip

Education.

Do you have a high school diploma or GED? Yes No

If no, highest grade completed: _____

List early childhood credentials or educational certificates	Expiration date(s)
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College:

Name	Location	Date graduated
Degree	Major	Minor

Previous child care employment.

Name of employer	Address (city, state, zip)	Phone number	Full or part-time	Service dates

Personal references.

Initial application only. List three persons not related to you, who are familiar with your child care practices.

Name	Address (city, state, zip)	Phone	Relationship

- Have you been convicted of, or entered a plea of guilty, or nolo contendere, or have pending charges to any crime involving violence against a person; child abuse or neglect; possession, sale, or distribution of illegal drugs; sexual misconduct; gross irresponsibility or disregard for the safety of others; or animal cruelty? Yes No
- Have you resided in Oklahoma less than three years? Yes No
List state(s) _____

Applicant/employee signature

Date

Completed during hiring process.

Date completed criminal background review received	Date reference checks completed
Date requirements provided to employee	Employment date

Training completion dates, if applicable:

First aid	CPR
Orientation	Entry level child care training (ELCCT)

Owner or director signature

Date