# CHILD CARE FACILITY ROSTER (RETAIN FOR 3 YEARS) CHILD CARE CENTERS, INFANT CARE CENTERS, SCHOOL AGE CENTERS AND FAMILY CHILD CARE HOMES

*NOTE: This roster must be kept in a central location at the facility, updated as needed and made available to the licensing agency upon request.*

Health and Safety Code Section 1596.841 requires that each child care facility maintain a current roster of children who are provided care in the facility. The roster shall include the child's name, address, names and day phone numbers of the parent(s) or guardian(s) and name and phone number of the child's physician. This is an optional form that may be used for this purpose.

| FACILITY NAME: | FACILITY LICENSE NUMBER: | DATE/UPDATE: |
|---|---|---|
| | | |

| CHILD'S NAME/ BIRTHDATE | ADDRESS | PARENT/GUARDIAN NAME(S) | DAYTIME PHONE OF PARENT/GUARDIAN | PHYSICIAN NAME AND PHONE | DATE ENROLLED | DATE LEFT |
|---|---|---|---|---|---|---|
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |