

Onondaga County Department of Social Services-Economic Security

DAY CARE UNIT

JOHN H. MULROY CIVIC CENTER  
 421 MONTGOMERY STREET 5<sup>TH</sup> FLOOR  
 SYRACUSE, NY 13202  
 315-435-5683; Fax: 315-435-5682  
[www.ongov.net](http://www.ongov.net)

J. Ryan McMahon, II  
 County Executive

Sarah G. Merrick  
 Commissioner

**CHILD CARE PROVIDER INFORMATION AND HOURS OF CARE**

Case Name: \_\_\_\_\_

Date: \_\_\_\_\_

Day Care Center

Day care centers operate Monday-Friday generally between the hours of 6:00am-6:00pm

Center Name: \_\_\_\_\_ Date Started: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Registered Provider

A registered provider is licensed by New York State and many registered providers are available to provide day care during the day, evening, night and weekend hours. A referral list is available at Child Care Solutions 315-446-1220.

Provider Name: \_\_\_\_\_ Date Started: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Informal Provider

An Informal Provider can be a friend or relative. The Informal Provider needs to complete an eligibility process with Child Care Solutions and be approved to provide care for each child before they can be paid by DSS for providing care. If you have chosen an Informal Provider an enrollment packet will be mailed to you to begin the provider approval process.

Provider Name: \_\_\_\_\_ Date Started: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

HOURS OF CHILD CARE

CHILD'S NAME	DATE OF BIRTH	DAYS OF THE WEEK IN CARE	HOURS CHILD IS IN CARE AM TO PM PM TO AM	HOURS FOR SCHOOL HOLIDAYS/SUMMER VACATION (IF CHILD IS IN SCHOOL)	NUMBER OF HOURS PER WEEK NEEDED FOR CHILD CARE

I certify that the above information is accurate and I agree to notify the Day Care Unit of any changes in care immediately.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_