AMENDMENT
(ADDITION OF HOUSEHOLD MEMBERS, VOLUNTEERS AND SUBSTITUTES)
FOR
FAMILY CHILD CARE HOME II

- **Family Child Care Home II Application:** Application needs to be current, accurate, complete and signed. Include/list all staff, volunteers & substitutes. If this Family Child Care Home II is in your place of residence, must list all persons residing in the home (including yourself) in the lower section of the application. Foster children and persons who are regularly present in the home, are considered household members and must be listed on the application.

- **Felony Misdemeanor Statements:** Instructions are on the form. Form is required for all persons listed on the application who have not previously submitted a Felony Misdemeanor statement. This must be completed and signed by anyone age 19 years or older.

- **Consent and Authorization for Release of Information form for Family Child Care Homes:** Instructions are on the form. Form is required for all persons listed on the application who have not previously submitted a Release of Information Form. These are required for all staff, volunteers, substitutes and household members age 13 and older. Anyone age 13-19 must have this form signed by their parent or guardian.

**SEND ALL THE ABOVE ITEMS TO:**

**Douglas or Sarpy County**
Department of Health and Human Services
Division of Public Health
Children’s Services Licensing
1801 N. 73rd Street
Omaha, NE 68114

**OR**

**All Other Nebraska Counties**
Department of Health and Human Services
Division of Public Health
Children’s Services Licensing
PO Box 94986
Lincoln, NE 68509

Send all items together to the above address. If any forms are incomplete, the packet will be returned to you. Once background checks are completed, you will receive written verification of the results of these checks.

If you have any questions regarding this process, contact

**Douglas or Sarpy County**
Department of Health and Human Services
Division of Public Health
Children’s Services Licensing
Attn: Gina Ewing
1801 N. 73rd Street
Omaha, NE 68114
(402) 595-3348

**OR**

**All Other Nebraska Counties**
Department of Health and Human Services
Division of Public Health
Children’s Services Licensing
Attn: Cindy Strufing
PO Box 94986
Lincoln, NE 68509
(402) 471-9562; 1-800-600-1289

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