

Non Licensed Child Care (Registered Homes)

Already caring for children?

Would you like to get paid, and be reimbursed for providing healthy meals?

Want to learn more about providing quality child care in your home?

Why Become Registered?

Benefits:

- Receive child care subsidy payment from the State of New Mexico to care for children.
- Reimbursement for serving healthy meals.



Become a Registered Home Child Care Provider

Step 1-Background Check Process.

Follow the instructions and complete the forms in the background check and fingerprint packet. The provider and all household members over 18 must have a background check if receiving child care subsidy.

Step 2-Application Process.

Once you receive the background check approval letter(s), submit the following completed documents to your local Child Care Specialist to become a registered provider:

1. Provider Participation Agreement/Registered Home Application
2. Copy of your approved background check letter
3. Copy of your Photo ID and Social Security card, if applicable.

Step 3-Preparing for your home visit.

The following must be present in the home to receive certification:

- Smoke alarm
- Carbon Monoxide detector
- Fire extinguisher
- Thermometers for refrigerator

- First Aid kit
- Current immunization records for the children in your care
- If pets are in the home- current vaccinations for them
- Safe outdoor play space

Step 4-Contact Child Care Food Program.

Once you have received your approved Registration form, you will need to contact the Child Care Food Program in your area, (Note: list provided in the registration packet.)



Still Interested in becoming a registered home provider?

Want to learn more about providing quality child care in your home?

Call or e-mail us to receive a Non- Licensed "Registered Home" Child Care Provider packet and information.

Child Care Licensing Offices

Northern Region

Counties: Cibola, McKinley, San Juan, San Miguel, Mora, Colfax, Harding, Union, Santa Fe, Taos, Torrance, Rio Arriba, & Los Alamos

Santa Fe

1920 5th Street
Phone (505) 476-5440
Fax (505) 827-4250

Gallup Office

1720 East Aztec Ave.
Phone (505) 863-5167
Fax (505) 863-0812

Central Region

Counties: Bernalillo, Sandoval, Valencia & Socorro

Albuquerque

3401 Pan American Freeway NE
Phone (505) 841-4800
Fax (505) 841-4826

Southwest

Counties: Doña Ana, Grant, Hidalgo, Catron, Luna, Otero, Lincoln, & Sierra

Las Cruces Office

760 Motel Boulevard, Suite C
Phone (575) 373-6640
Fax (575) 373-6648

Anthony Office

945 Anthony Drive
Phone (575) 882-7871
Fax (575) 882-7850

Child Care Licensing Offices (cont.)

Southeast

Counties: Quay, Guadalupe, Curry, De Baca, Roosevelt, Chaves, Lea, & Eddy

Roswell Office

#4 Grand Avenue Plaza, Suite A
Phone (575) 625-1078
Fax (575) 625-6748

Carlsbad Office

901 De Baca Street
Phone (575) 887-3809
Fax (575) 887-5257

Clovis Office

221 W. Llano Estacado
Phone (575) 742-3054
Fax (575) 769-0944



PULLTOGETHER.ORG

Find more information at PullTogether.org or
emailing info@pulltogether.org.

Become a
Non Licensed
Child Care Provider

Visit our website to find
resources and ways to help

PULLTOGETHER.ORG