

San Francisco Department of Public Health Child Care Health Program

CHILD'S HEALTH FILE CHECKLIST *

CHILD'S NAME: _____

Required Documents	Year:							Comments
Emergency Info (LIC 700)								
Pre-admission Health History Parents' Report (LIC 702)								
Medical Assessment including TB Risk Evaluation (LIC 701)								
Medical Care Plans and Medication Forms								
Consent for Medical Treatment (LIC 627) or Waiver								
Immunization Record								
Pre-Service Plans (infant, feeding, toileting, special needs))								
Individual Sleeping Plan (LIC 9227)								
Sunscreen Permission Form								
Mid-Day Toothbrushing Permission Form								
CCHP Health Screening Consent								
CCHP Health Screening Results								
Copy Provided to Parents:								
Admission Agreement								
Daily Health Check Policy								
Medication Policies								
Illness Policy Exclusion Guidelines								
Discipline Policy								
Environmental Hazards Notice								
Resource & Referral List								
Safe Sleep Pamphlet								
Medication Policies								
Lead Poisoning Prevention Flyer								
Immunization Requirements								
Notification of Parent's Rights (LIC 995)								
Personal Rights (LIC 613A)								

Please refer to licensing for updated requirements: [LIC 311A](#) and [LIC 311D](#) were updated in 2022