



Health and Safety Class Reimbursement Form for Child Care Providers in Contra Costa County

Eligible providers may receive **up to \$100.00** toward payment for completed classes or course work for the 8-hour Pediatric CPR and **up to \$100.00** for the 8-hour Preventive Health and Safety class. Reimbursement will not exceed the actual costs incurred.

Please note reimbursement processes may take from 4 to 6 weeks from the date we receive your complete application.

Complete application has to be received in our office by June 15, 2024.

To qualify for this reimbursement, providers will need to:

- Work in a licensed program which is registered in Contra Costa County, CA, or receive payment for providing child care services, as an exempt child care provider, through the CocoKids Subsidy Program
- Have completed health and safety training between July 1, 2023 and June 30, 2024
- Request must be submitted during fiscal year, July 1, 2023 and June 30, 2024

Due to limited funding, the reimbursement will be provided on a first come, first serve basis.

Reimbursements are **limited** by the following per **year**:

- **Exempt Care Provider:**
 - One (1) reimbursement for one-time completion of the required 8-hour Preventive Health and Safety class.
 - One (1) reimbursement for CPR every 2 years as required
- **Small Family Child Care:**
 - One (2) reimbursements for one-time completion of the required 8-hour Preventive Health and Safety class.
 - One (2) reimbursements for CPR every 2 years as required
- **Large Family Child Care:**
 - Two (2) reimbursements for one-time completion of the required 8-hour Preventive Health and Safety class.
 - Two (2) reimbursements for CPR every 2 years as required
- **Child Care Center Program:**
 - Three (3) reimbursements for one-time completion of the required 8-hour Preventive Health and Safety class.
 - Three (3) reimbursements for CPR every 2 years as required

To receive this reimbursement, providers will need to submit ALL the following:

- Copy of receipt** showing proof of payment for training
- Copy of the front and back of the certificate** of completion from the training institution
- Copy of current program license** provided by Community Care Licensing, if you are an Exempt provider for the CocoKids Subsidy program we will verify your participation with their office
- Copy of current program license** where you are currently employed (for assistants and teachers)
- Completed request form** on the next page. **Signature must be handwritten and mailed to Cocokids (We do not accept scanned documents)**



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Please complete the following:

Name of person to be reimbursed: _____

Type of program _____

Signature of person to be reimbursed: _____

Address: _____ City: _____ Zip Code: _____

Phone Number: _____

Email: _____

Name of person(s) and amount paid per training: _____

Total Paid: _____

Please send this form and all required paperwork for reimbursement to:

**CocoKids
1035 Detroit Avenue, Suite 200
Concord, CA 94518**

Incomplete packets will be returned.

If you need additional information, please feel free to contact the Learning Institute department at