

# How to Get Your 30 Hours to Open a Home Day Care

*Training, licensing, and business setup for family child care  
providers*

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## Chapter 1

# Opening a Home Day Care: The 30-Hour Requirement

Many states require new family child care providers to complete a 30-hour foundational training before opening a home day care. This training is sometimes called the Family Child Care Orientation, the Health and Safety 30, or the Pre-Service training, depending on your state.

The 30 hours give you the legal, developmental, and practical knowledge you need to care for other people's children in your own home, safely and confidently.

## Chapter 2

# Core Topics in the 30 Hours

- State child care licensing rules and inspections.
- Health, safety, and sanitation in a home setting.
- Safe sleep practices and SIDS prevention.
- Medication administration and allergy management.
- Nutrition, meal planning, and CACFP basics.
- Child growth and developmentally appropriate practice.
- Positive guidance and behavior management.
- Recognizing and reporting child abuse and neglect.
- Emergency preparedness, evacuation, and shelter-in-place.
- Recordkeeping, contracts, and parent policies.

## Chapter 3

# Preparing Your Home

While you complete your training, begin preparing your home to meet licensing standards. Most inspectors look for the same essentials.

### Safety must-haves

- Working smoke and carbon monoxide detectors on every level.
- Fire extinguisher in or near the kitchen.
- Outlet covers, cabinet locks, and stair gates.
- Locked storage for cleaning supplies and medications.
- Posted emergency numbers and evacuation diagram.
- Fenced outdoor play area with age-appropriate equipment.
- First aid kit easily accessible to adults but not to children.

## Chapter 4

# Becoming Licensed or Registered

After your 30 hours, you'll move into the licensing or registration process. The exact name varies by state — license, registration, or certification — but the steps are similar.

- Submit your application and fee to your state's licensing agency.
- Provide proof of the 30-hour training, CPR, and first aid.
- Complete background checks for everyone 18 or older living in the home.
- Pass a home inspection.
- Provide medical clearance for yourself and household members.
- Submit your written program policies and emergency plan.

Once approved, you'll receive a license number to display in your home and use in all advertising.

## Chapter 5

# Setting Up the Business Side

A home day care is a small business. Treat it like one from day one.

### Business essentials

- Choose a legal structure (sole proprietor, LLC, etc.).
- Apply for an EIN from the IRS for tax purposes.
- Open a separate business bank account.
- Purchase liability insurance designed for family child care.
- Create a written contract and parent handbook.
- Set tuition rates that cover your time, food, and overhead.
- Track every expense — many are tax-deductible.

## Chapter 6

# Filling Spots and Building a Waiting List

A licensed home day care can usually enroll a small group of children, so every spot matters. Marketing should begin before your license is issued.

- List your program on state child care resource and referral sites.
- Create a simple website or one-page profile with photos.
- Join local parent groups on social media.
- Offer tours and a clear, written enrollment packet.
- Ask satisfied families for reviews and referrals.

## Chapter 7

# Staying Compliant and Growing Year After Year

Most states require ongoing annual training (often 12 to 24 hours) to keep your license active. Plan your continuing education each year.

### Keep these current

- Pediatric CPR and first aid.
- Annual health and safety refreshers.
- Background checks every 5 years (varies by state).
- Liability insurance and business license renewals.

When you're ready to grow, the next steps are usually expanding to a group family child care home, pursuing your CDA, or moving toward a director credential to open a center. In and Out Visions LLC is here to coach you through every stage.

# Thank you!

We're proud to support your journey in early childhood education. For coaching, registration help, and additional resources, visit **In and Out Visions LLC**.

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