



# AIR FORCE FAMILY CHILD CARE (FCC) BACKGROUND INVESTIGATIONS

15 Aug 07

- Initial Application - 
  Current Installation 
  Previous Installation  
 Renewal Application 
  Change in household

In accordance with, Air Force Instruction (AFI) 34-276, *Family Child Care Programs*:

2.8.3 "Obtain a written statement from the active duty member's supervisor or commander that he or she has no information about the active duty member which would suggest that the individual's spouse should not be licensed to provide child care in their home."

2.8.5 "If there are children over 12 living in the home, have the applicant provide a statement from the child's school (principal or guidance counselor) that they know of no reason why the applicant should not be approved to provide child care in their home."

2.9.6 "Complete an Installation Records Check (IRC) including a check of the Air Force Central Services Registry (CSR) on each applicant and their family members at least annually. Review their on-base police, mental health, family advocacy, medical, and housing records."

2.9.7 "Have a Defense Central Index of Investigations (DCII) check completed for the applicant and their household members before the provider begins providing care and every 5 years, thereafter."

2.10 "Monitoring by Agencies after Licensing or Affiliation. Provide base agencies a list of providers who are licensed or affiliated and have them contact the FCC Coordinator if any information becomes known about a FCC Provider or their family members that might impact on their suitability for providing FCC."

2.11.1 "Conduct and IRC and DCII on any individuals who join the household if they will be present in the home for more than 30 days."

Applicant/Provider, spouse, and any household members over the age of 18 years, have authorized the background investigations on separate form.

<b>Address</b>			
<b>Applicant/FCC Provider's Name</b>		<b>Social Security Number (SSN)</b>	
<b>Spouse's Name</b>		<b>SSN</b>	
<b>Household Member 1</b>		<b>SSN</b>	
<b>Household Member 2</b>		<b>SSN</b>	
<b>Household Member 3</b>		<b>SSN</b>	
<b>Household Member 4</b>		<b>SSN</b>	

Request that you screen your agency's records for incidents, which would indicate reasons for disapproval of licensing or affiliation.

\_\_\_\_\_  
Date

- Life Skills 
  Substance Abuse 
  Family Advocacy – CSR  
 Housing 
  Security Forces 
  AF Office of Special Investigations  
 Active Duty Member's Supervisor or Commander 
  Household Member's ages 12 years and up, school

- |   |  |
|---|--|
| <input type="checkbox"/> Record on Applicant/Provider | <input type="checkbox"/> No Record on Applicant/Provider |
| <input type="checkbox"/> Record on Spouse             | <input type="checkbox"/> No Record on Spouse             |
| <input type="checkbox"/> Record on Household Member 1 | <input type="checkbox"/> No Record on Household Member 1 |
| <input type="checkbox"/> Record on Household Member 2 | <input type="checkbox"/> No Record on Household Member 2 |
| <input type="checkbox"/> Record on Household Member 3 | <input type="checkbox"/> No Record on Household Member 3 |
| <input type="checkbox"/> Record on Household Member 4 | <input type="checkbox"/> No Record on Household Member 4 |

\_\_\_\_\_  
Screening Official's Name

\_\_\_\_\_  
Screening Official's Office Symbol

FMP FCC 5 – FEB 2007  
Privacy Act Statement

Authority: 10 USC 8013; 44 USC 3101; EO 9397

Principal Purpose: Authorization to review records to determine if there is information that would suggest that the applicant/provider and household members are not suitable to provide FCC in their home. Disclosure is mandatory: Failure to comply will result in denial from the FCC Program.